

ADAMS COUNTY BOARD OF SUPERVISORS MEETING
Adams County Board Room, August 20, 2013 6:00 p.m.

1. Call to Order by the Chairman
2. Was the meeting properly announced?
3. Moment of Silence
4. Pledge of Allegiance
5. Roll Call
6. Approve Agenda
7. Approval of July 16, 2013 minutes
8. Public Participation
9. Announcement of Meetings, Report of Supervisors Claims read by the County Clerk, and appoint six (6) Supervisors to approve claims: Johnson, Kotlowski, Licitar, Miller, Morgan and Pisellini.
10. **Claims:** None
11. **Correspondence:** None
12. **Appointments:** None
13. **Unfinished Business:** Res. #55: To sell county advertised foreclosure property (Cecilia Lasse)
14. **Reports and Presentations:**
 - A. Miscellaneous:
 - 2012 Audit presentation
 - Administrative Coordinator/Director of Finance report
 - Daric Smith, RIDC
 - Presentation by Terry Reynolds, Circuit Court
 - Presentation by Jeff Wavrunek, Library

15. Review Committee Minutes			
Admin & Fin 6/10, 7/8 Airport 7/8, 8/12 BOA 7/24 County Board 7/16 Executive 6/19, 6/24, 7/9	H&HS 7/19 Highway 7/11 Land & Water 6/18, 7/8, 7/16 Library 6/24, 7/22	NCWRPL 4/24 Parks 6/11 Property 7/11 PS&J 7/10	Safety 6/12, 7/22 Solid Waste 7/10 Tech Str. 10/4, 10/18, 11/20, 5/31, 6/5, 6/25 UW Ext 7/9

16. **Resolutions:**

Res. #62: To Sell County Advertised Foreclosure Property, Tax #30-6315

Res. #63: To quit-claim the Easton Boat Landing property to the Town of Easton for public use.

Res. #64: To approve the Airport Management Agreement

Res. #65: To transfer \$940 from the General Fund/Unassigned Fund to Veterans Service Non-lapsing Account 100-R-34-48500

Res. #66: To amend County Board Rules, Section XXIII – C both of the Administrative & Finance and Executive Committee

Res. #67: To authorize the Administrative Coordinator/Director of Finance to apply for a grant from the WDNR Lake Protection Grant Fund for the purpose of continuing the shoreland buffer education and restoration activities.

Res. #68: To approve a three (3) year Agreement from January 1, 2012 through December 31, 2014, with the Adams County Deputy Sheriff's Association, Local 355, of the Wisconsin Professional Police Association.

Res. #69: To approve the renewed agreement with Mid-State Technical College (MSTC) to provide educational services to inmates while incarcerated in the Adams County Jail.

RES. #70: To replace funds in the Sheriff's Office budget that were inadvertently omitted from the attachment to Resolution 59-2012 which resulted in funds being placed into the general fund.

17. **Ordinances:**

Ord. #11: Rezone a parcel of land (2.49 acres) owned by Joan & Robert Stallman located in the SW ¼, NE ¼, Section 35, Township 16 North, Range 6 East, Outlot 1, CSM 5200 on Evergreen Drive, Town of Easton, Adams County, Wisconsin, from an A-3 Secondary Agriculture District to an R1LL Single Family Residential District.

Ord. #12: Rezone a parcel of land owned by Adams Columbia Electric Co-op, located in the SW ¼, SW ¼, Section 16, Township 15 North, Range 6 East, Lot 1 of CSM 509 at 1098 State Road 82, Town of Springville, Adams County, Wisconsin, from a PSP-1 Public and Semi-Public District to an I1 Industrial District.

- 18. **Denials:** None
- 19. **Petition:** None
- 20. Approve Claims
- 21. Approve Per Diem and Mileage
- 22. Motion for County Clerk to correct errors
- 23. Set next meeting date
- 24. Adjournment



ADAMS COUNTY TREASURER
PO BOX 470, 402 MAIN ST, FRIENDSHIP, WI 53934-0470
PHONE: 608-339-4202 FAX: 608-339-4584
JANI ZANDER, COUNTY TREASURER
Nikki Mrzena, Deputy Candy Pegler, Secretary

July 31, 2013

Amendment to Resolution 55-2013:

Line 20: Insert after "Tax No. 12-125-10" and before "Part"

All of the North One-Half of the Northeast Quarter (N ½ NE ¼) of Section 6, Township Fifteen (15) North, Range Seven (7) East of the Fourth Principal Meridian, excepting that part thereof which lies within the following premises previously conveyed:

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Jani Zander", with a long, sweeping horizontal line extending to the right.

Jani Zander
Adams County Treasurer

RESOLUTION 55 -2013

RESOLUTION TO APPROVE THE SALE OF COUNTY ADVERTISED
FORECLOSURE PROEPRTY

INTRODUCED BY: PROPERTY COMMITTEE

INTENT & SYNOPSIS: TO SELL COUNTY ADVERTISED FORECLOSURE
PROPERTY

FISCAL NOTE: \$9,856.00 REVENUE TO ACCOUNT NO. 100A12400-TAX
PORTION; \$200.00 REVENUE TO ACCOUNT NO. 100.10.46120-TREASURER FEE;
\$30.00 REVENUE TO ACCOUNT NO. 100.13.46130-REGISTER OF DEEDS
RECORDING FEES

WHEREAS: Cecilia A. Lasse has submitted a bid of \$10,056.00 for the parcel(s)
of land described as follows: **Tax No. 12-1991** Lot Twenty Six (26)
Stoneybrook Plat, a recorded plat, and **Tax No. 12-1992** Lot Twenty Seven
(27) Stoneybrook Plat, a recorded plat, both being in the Town of Jackson,
Adams County, WI; and **Tax No. 12-125-10** Part of the Northeast Quarter of
the Northeast Quarter, Section 6 and part of the Northwest Quarter of the
Northwest Quarter of Section 5, both in Township 15 North, Range 7 East,
described as follows: Commencing at the Northeast corner of said Section 6 and
run thence N88°46'00" East along the North line of Section 5, 67.21 feet to the
East line of 6th Ave. as laid out and traveled June 1, 1970; thence South
10°36'15" East 145.92 feet along the East line of said 6th Avenue; thence South
13°43'50" East along said East street line 547.76 feet; thence South 76° 16'10"
West 33.00 feet to the centerline of said 6th Avenue; thence South 81°16'10"
West 33.12 feet to an iron pipe on the West line of 6th Avenue and being the
point of beginning; thence South 81°16'10" West 311.65 feet to an iron pipe;
thence South 13°43'50" East 681.31 feet, more or less, to the South line of said
Northeast Quarter of the Northeast Quarter; thence East along the South line of
said Northeast Quarter of the Northeast Quarter and the South line of said
Northwest Quarter of the Northwest Quarter 520 feet, more or less, to the West
line of 6th Avenue: thence Northerly along the West line of 6th Avenue 840 feet,
more or less, and to the point of beginning; AND EXCEPTING the Stoneybrook
Subdivision lying within; and ALSO EXCEPTING the Rock Ridge Meadow
Subdivision. All being in the being in the Town of Jackson, Adams County, WI;
and+

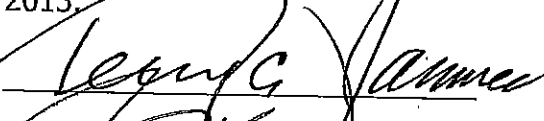
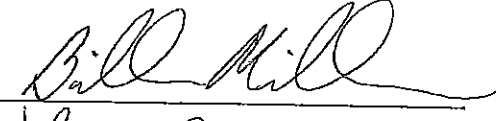
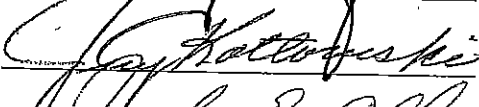
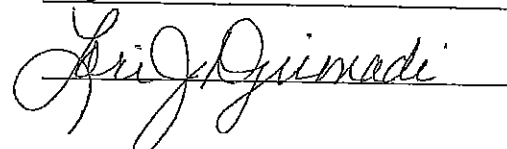
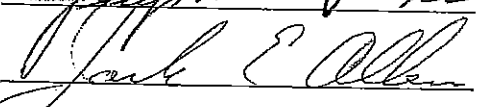
WHEREAS: Adams County took deed of this property on July 12, 2011 per
judgment of tax foreclosure; and

WHEREAS: Cecilia A. Lasse has submitted full payment of \$10,056.00 plus \$30
recording fee, which is on deposit with the County Treasurer.

47 **NOW THEREFORE, BE IT RESOLVED** by the Adams County Board of
48 **Supervisors**, that the above described property is hereby approved for sale to
49 Cecilia A. Lasse for the bid of \$10,056.00.
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51 **BE IT FURTHER RESOLVED:** That the County Clerk issue to Cecilia A. Lasse a
52 Quit Claim Deed to the above described property.
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54 Recommended for adoption by the Property Committee this 17th day of June,
55 2013.

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63 Adopted ☒

64 Defeated _____

65 Tabled _____

by the Adams County Board of Supervisors this
16th day July, 2013.

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67 _____
68 County Board Chair


County Clerk



Reviewed by Corporation Counsel 7/2/13



Reviewed by Administrative Coordinator/Director of Finance

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1. The description of the premises contained in the Judgment for Parcel No. 17, Tax No. 12-125-10 is corrected and reformed to read:

*All of the North One-half of the Northeast Quarter (N1/2 NE1/4) of Section Six (6), Township Fifteen (15) North, Range Seven (7) East of the Fourth Principal Meridian, excepting that part thereof which lies within the following premises previously conveyed:

Part of the Northeast Quarter of the Northeast Quarter, Section 6 and a part of the Northwest Quarter of the Northwest Quarter of Section 5, both in Township 15 North, Range 7 East, described as follows:


Commencing at the Northeast corner of said Section 6 and run thence N88°46'00" East along the North line of Section 5, 67.21 feet to the East line of 6th Ave. as laid out and traveled June 1, 1970; thence South 10°36'15" East 145.92 feet along the East line of said 6th Avenue; thence South 13°43'50" East along said East street line 547.76 feet; thence South 76°16'10" West 33.00 feet to the centerline of said 6th Avenue; thence South 81°16'10" West 33.12 feet to an iron pipe on the West line of 6th Avenue and being the point of beginning; thence South 81°16'10" West 311.65 feet to an iron pipe; thence South 13°43'50" East 681.31 feet, more or less, to the South line of said Northeast Quarter of the Northeast Quarter; thence East along the South line of said Northeast Quarter of the Northeast Quarter and the South line of said Northwest Quarter of the Northwest Quarter 520 feet, more or less, to the West line of 6th Avenue; thence Northerly along the West line of 6th Avenue 840 feet, more or less, and to the point of beginning; AND EXCEPTING the Stoneybrook Subdivision lying within; and ALSO EXCEPTING the Rock Ridge Meadow Subdivision. All being in the Town of Jackson, County of Adams, State of Wisconsin.

2. This Order for correction of the Judgment, which constitutes a tax deed, is valid as of the date of the first issue, to-wit, August 4, 2009, pursuant to Wis. Stats. §75.145.

3. A certified copy of this Order shall be recorded in the office of the Register of Deeds reforming the legal description cited above.

Dated this 21st day of Sept., 2010.

BY THE COURT:


Charles A. Pollex
Circuit Judge.



Trena Larson

Administrative Coordinator/Director of Finance

400 N. Main Street

P.O. Box 102

Friendship, WI 53934-0102

Phone: 608-339-4579

Cell: 608-403-1618 Fax: 608-339-4509

Trena.Larson@co.adams.wi.us

County Board

8/20/13

Office Activities

1. Manage the transition and collaborate with Corporation Counsel Office
2. Oversee the Land & Water Department
 - a. Coordinate with staff
 - b. Correspondences related to daily operations
3. Wage Study Consortium (WIPFLI)
 - a. Work with consortium and consultant on reviewing data
4. Prepare for 2014 Budget
 - a. Conduct training for new department heads
 - b. Assist and answer other departments questions related to their budget preparation

Upcoming Activities

1. 2014 Budget
 - a. Calculate available Levy for 2014
 - b. Meet with all departments overview of budgets
 - c. Prepare all misc. budgets
 - d. Calculate debt service
 - e. Prepare and present to Admin/Finance 2014 Budget
2. Cross Training of Staff
 - a. Payroll (1st priority)
 - b. General Ledger/Account Reconciliations
 - c. Accounts Payable
3. Review Employee Handbook and General and Administrative Policies for conflicts in language
 - a. Prepare a Training
4. Complete Incident Command System (ICS) 400 – Emergency Management

RESOLUTION 62 -2013

**RESOLUTION TO APPROVE THE SALE OF COUNTY ADVERTISED
FORECLOSURE PROPERTY**

INTRODUCED BY: PROPERTY COMMITTEE

INTENT & SYNOPSIS: TO SELL COUNTY ADVERTISED FORECLOSURE
PROPERTY

FISCAL NOTE: \$2165.94 REVENUE TO ACCOUNT NO. 100 A 12400 -TAX
PORTION; \$690.06 REVENUE TO ACCOUNT NO. 100.10.48350 - PROPERTY
SALES; \$200.00 REVENUE TO ACCOUNT NO. 100.10.46120 - TREASURER FEE;
\$30.00 REVENUE TO ACCOUNT NO. 100.13.46130 - REGISTER OF DEEDS
RECORDING FEES

WHEREAS: Virginia Strauel has submitted a bid of \$3,056.00 for the parcel(s)
of land described as follows:

TAX NO. 30-6315 Lot Twelve (12) Sterling Addition to Lake Camelot in Section
14, Town 20 North, Range 6 East, all being in the Town of Rome, Adams County,
Wisconsin (Vacant Land)

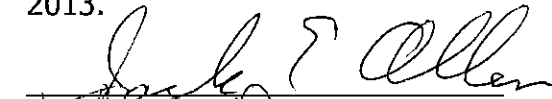


WHEREAS: Adams County took deed of this property on August 7, 2012 per
judgment of tax foreclosure; and

WHEREAS: Virginia Strauel has submitted full payment of \$3,056.00 plus \$30
recording fee, which is on deposit with the County Treasurer.

**NOW THEREFORE, BE IT RESOLVED by the Adams County Board of
Supervisors,** that the above described property is hereby approved for sale to
Virginia Strauel for the bid of \$3,056.00.

BE IT FURTHER RESOLVED: That the County Clerk issue a Quit Claim Deed
to the above described property.

Recommended for adoption by the Property Committee this 11th day of July,
2013.

Adopted _____

Defeated _____

Tabled _____

by the Adams County Board of Supervisors this
20th day August, 2013.

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County Board Chair

County Clerk

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Reviewed by Corporation Counsel

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Reviewed by Administrative Coordinator/Director of Finance

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June 17, 2013

Virginia Strauel:

Your bid has been accepted on the following described parcel:

PARCEL NO. 24 848 Sterling Rd 0.657 acres \$3,000.00
30-6315 Lot Twelve (12) Sterling Addition to Lake Camelot in Section 14, Town 20
North, Range 6 East (Vacant Land)

Total Bid.....	\$ 3,056.00
(Less down payment)...	(305.60)
Balance due.....	2,750.40
Recording fee.....	30.00
TOTAL DUE...\$	2,780.40

The following information is required for preparation and recording of your deed:

- 1) Name(s) of owner(s) to appear on deed

Virginia C. Strauel

- 2) Indicate the manner in which you want ownership to appear:

☐ Husband and wife as survivorship marital property

☐ Husband and wife as joint tenants

☐ As tenants in common

☐ As joint tenants

☐ A single person

☒ A married person (seperated, but nothing filed)

☐ Other (please note the wording you want to appear on your deed on the back of this sheet)

- 3) Mailing address for tax statements:

Write the address you want your TAX BILL SENT TO on the back of this sheet.

**RETURN THIS FORM WITH YOUR CHECK IN FULL PAYMENT BY
AUGUST 13, 2013 to:**

**Jani Zander
Adams County Treasurer
PO Box 470
Friendship, WI 53934-0470**

Your deed will be drafted, recorded and forwarded to you after approval by the County Board AND receipt of your final payment.

Resolution 24A Description: 30-6315 848 Sterling Rd

Lot Twelve (12) in Sterling Addition to Lake Camelot, also an undivided fractional interest in Outlot 1 Sterling, Outlots 1 and 2 White Stallion and a parcel of land consisting of parts of Lots 28, 29, 30, and 31 in White Stallion Additions to Lake Camelot, Rome Township, Adams County, Wisconsin describes as follows: Beginning at the Southwest meander corner of Lot 28: thence Northwesterly on the West line of said Lot, 24 feet; thence Northeasterly and parallel to the meander line of said Lots 28, 29, 30, and 31 to the East line of Lot 31; thence Southeasterly on the East line of Lot 31 to Lake Camelot; thence Southwesterly along said Lake Camelot shoreline to the West line of Lot 28; thence Northwesterly to the point of beginning, which interest is conveyable only when title to Lot 12 is conveyed, intending to make said fractional interest a permanent part of Lot 12 in Sterling Addition to Lake Camelot. All being in the Town of Rome, County of Adams, State of Wisconsin.

RESOLUTION 43 -2013

**RESOLUTION TO QUIT-CLAIM
THE EASTON BOAT LANDING PROPERTY
TO THE TOWN OF EASTON**

INTRODUCED BY: Property Committee

INTENT & SYNOPSIS: To quit-claim the Easton Boat Landing property to the Town of Easton for public use.

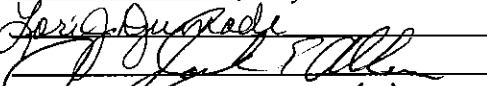
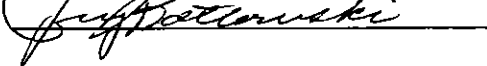
FISCAL NOTE: None.

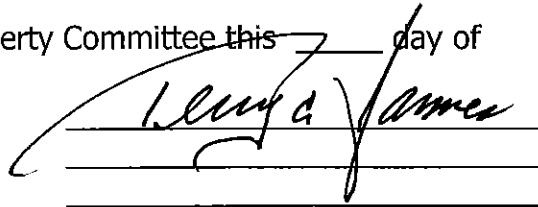
WHEREAS: The Town of Easton has expressed interest in assuming ownership and preserving public use of real property commonly known as the Easton Boat Landing, legally described on the Quit Claim Deed attached hereto; and

WHEREAS: The property committee at its regular meeting held 7-11, 2013 determined that it is in the best interest of the public that said Easton Boat Landing property be transferred by quit-claim deed to the Town of Easton.

NOW THEREFORE, BE IT RESOLVED by the Adams County Board of Supervisors that the Adams County Clerk shall transfer title to the Easton Boat Landing property to the Town of Easton, for public use, pursuant to the attached Quit Claim Deed.

Recommended for adoption by Property Committee this _____ day of _____, 2012.



Adopted _____

Defeated _____ by the Adams County Board of Supervisors this

Tabled _____ day of _____, 20____.

County Board Chair

County Clerk



Reviewed by Corporation Counsel

Reviewed by Administrative Coordinator/Director of Finance

* Type name below signatures.

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RESOLUTION 64 -2013

RESOLUTION TO APPROVE AIRPORT MANAGEMENT AGREEMENT

INTRODUCED BY: Property Committee

INTENT & SYNOPSIS: To approve the Airport Management Agreement

FISCAL NOTE: A maximum of \$6,650.00 annually for a two (2) year period commencing upon appointment of the 2014 Adams County Airport Commission.


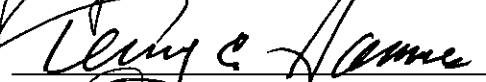

WHEREAS: The Adams County Airport Commission, at a meeting on March 11, 2013, approved an Airport Management Agreement, a copy of which is attached hereto and incorporated herein; and

WHEREAS: Said Agreement incorporates an updated Airport Manager Job Description and Fuel Agent Agreement; and

WHEREAS: Said Agreement will commence upon the appointment of an Airport Commission by the Adams County Board in 2014.

NOW THEREFORE, BE IT RESOLVED by the Adams County Board of Supervisors that the Airport Management Agreement, attached hereto and incorporated herein, is hereby approved.

Recommended for adoption by the Adams County Property Committee this
11 day of July, 2013.

Adopted _____
Defeated _____ by the Adams County Board of Supervisors this
Tabled _____ day of _____, 2013.

County Board Chair

County Clerk

AIRPORT MANAGEMENT AGREEMENT

NOW COME Adams County Airport Commission on behalf of Adams County, State of Wisconsin, a municipal corporation, (hereinafter called "Adams County" or "Airport Commission"), and Michael L. Scott, of Friendship, Wisconsin, Adams County Airport Manager (hereinafter called the "Airport Manager" or "Aviation Fuel Agent"), and hereby enter into the following Agreement setting forth Airport Manager and Aviation Fuel Agent responsibilities:

I. Consideration. Adams County shall allow the Airport Manager:

- a. Compensation of \$500.00 per month, payable in advance, on the first day of each month.
- b. Reimbursement of expenses incurred to cover mileage, postage, supplies, materials and other incidental expenses, in an annual total aggregate not to exceed \$650.00.
- c. Should this agreement be extended upon the mutual consent of the parties, such disbursement shall be made by January of each succeeding year. Such disbursement shall be subject to annual review and modification.

II. Term of Agreement. The term of this Agreement shall be for a period of two (2) years, commencing the date on which the County Board appoints the Airport Commission in 2014, and ending upon appointment of the Airport Commission in 2016, unless sooner terminated as provided herein. This contract will be reviewed on an annual basis with parties concerned.

III. County Responsibilities.

- a. The County shall obtain and maintain a valid general aviation fuel license.
- b. The County shall assure that the petroleum storage system and the dispensing of aviation fuel by the Aviation Fuel Agent or other authorized persons designated by the Aviation Fuel Agent are included as named risks on the County's Airport insurance policy, subject to approval by said insurer.

IV. Airport Manager Responsibilities. The Airport Manager shall assume all Airport Management responsibilities including, but not limited to, the following:

- a. Manage and supervise the operations and physical assets of the Adams County Legion Field Airport (the "Airport") under the direction of the Airport Commission.
- b. Conduct periodic inspections of the Airport physical properties including runways, taxiways, aircraft tie-down areas, lighting systems, wind indicators, buildings, automobile parking areas and access roads.
- c. Direct others to make routine repairs, replacements, and improvements on the Airport in a timely and efficient manner. Direct others to make routine repairs and maintenance on any vehicles or equipment in custody of the Airport.

- d. Purchase small equipment and supplies required for normal operation and maintenance. Recommend the purchase of new equipment and other expenditures exceeding the limit set from time to time by the Airport Commission. Keep and complete an accurate record of all expenditures and all maintenance work performed on the Airport. Make such reports to the County as may be required at such time and in the form requested by the County.
- e. Assist the Airport Commission to determine current and potential improvement program needs and preparing plans to fill these needs. Make recommendations for current and future development of aviation facilities. Direct and coordinate development and improvement programs with the proper local, state and federal agencies, engineers, architects and other professional aviation organizations and public interest groups.
- f. Recommend to the County, Ordinances and Regulations relating to the safe and efficient operation of the Airport, and governing the use of the Airport, including the leasing of floor space, parking, hangars and other property. Assure enforcement of all Ordinances and Regulations concerning the Airport.
- g. Serve as a liaison between Adams County and Airport users, lessees and tenants relative to the preparation, negotiation, rates and charges, and terms of leases and agreements.
- h. Develop and maintain effective liaison with the traveling and general public, commercial and aviation interests and agencies having control over, or interest in, certain Airport activities, tenants and their employees, and all entities with an interest in the Airport.
- i. Establish appropriate Airport accounts. Prepare periodic and special operations and financial reports including annual budgets request for the County.
- j. Supervise any operating, maintenance, security, fire prevention, safety and custodial personnel, including any volunteers who may be performing any of these functions on, or for, the Airport.
- k. Be responsible for promptly notifying the appropriate FAA Flight Service Station of all conditions affecting the safe use of the Airport (NOTAMS).
- l. Be responsible for maintaining appropriate current and updated state and federal publications regarding the Airport and its facilities.
- m. Attend regularly scheduled Airport Commission meeting at least once each quarter, or as requested by the Committee Chair.
- n. Participate in conferences and meeting of aeronautical and civic organizations for the promotion of aviation activity in the community. Give talks on airport progress and

service. Coordinate the plans and assure safe operating procedures are followed for air shows. Demonstrations, exhibitions and other scheduled activities at the Airport.

- o. Attend aviation conferences, seminars and meetings which would assist the Airport Manager and the County in the management, operation, maintenance, and planning for the Airport, as approved by the Airport Commission.

V. Aviation Fuel Agent Responsibilities. The Airport Manager, acting as Aviation Fuel Agent, shall assume all responsibilities including but not limited to the following:

- a. Act in an honest and forthright manner as "General Aviation Fuel Dealer" as defined in Wis. Stats. §78.55(4), and to be expressly bound by the provisions of Wis. Stats. §78.60.
- b. Be responsible for the petroleum storage system and for the dispensing of aviation fuel at the Airport. Fuel sales by the Aviation Fuel Agent may include the sale and into-plane delivery of aviation fuels, lubricants and other related aviation petroleum products.
- c. Ensure the availability of fire extinguishers or other equipment approved by the National Fire Protection Association, of such types and in such numbers as are commensurate with the hazards involved in the refueling of aircraft on the Airport.
- d. Be responsible for ordering supplies of aviation fuels and lubricants and keeping an adequate supply on hand, based on previous usage rates.
- e. Keep a record of all purchases, receipts, sales, distribution and consumption of all aviation fuels, lubricants and other related aviation petroleum products.
- f. Take a physical inventory of aviation fuel on hand at the close of business on the last day of every month.
- g. Retain the records required by paragraphs 7 and 8 above for a period of seven (7) years, or transfer possession to the County or its designee, pursuant to County Ordinance 12—1990. Such records shall be subject to examination and audit by the County or its representative or designee at any time upon reasonable notice.
- h. Be last responsible for computing the general aviation fuel tax for the month or quarter, as appropriate, if not already accomplished by the wholesaler. The tax shall be computed as follows: the number of gallons of aviation fuel placed into the fuel supply tanks of an aircraft by the Agent, multiplied by 0.06 and the resulting figure expressed in dollars. The Agent shall provide the County Treasurer with data for any required monthly or quarterly reports to be filed with the State or current rate.
- i. Collect a fuel flowage fee for the County. The fuel flowage fee shall be twenty cents (\$0.20), added to each gallon of aviation fuel dispensed during the month.

- j. Establish the retail price of aviation fuel per gallon by adding together the following: the wholesale price of the aviation fuel at the time of purchase; the \$0.20 fuel flowage fee; and the Federal and State fuel taxes, if not already included in the wholesale price.
- k. Be responsible for providing on-call aircraft fueling service during all daylight hours and shall post in a conspicuous place in the vicinity of the fuel pump, the number(s) to call for fuel service.
- l. The Aviation Fuel Agent, or any other individual, may not dispense any aviation fuel on the Airport unless such person shall have first completed any safety course prescribed by the County related to such operations. Such course shall be provided by the County without cost to the attendees at such time and place as the County sees fit. Attendance at such course solely shall not imply any responsibility or liability for the actions, conduct or subsequent activities of such person or any results thereof.

VI. Breach of Agreement.

- a. In the event that the Aviation Fuel Agent fails to comply with the terms and conditions of this Agreement, the County shall notify the Aviation Fuel Agent, in writing, of the alleged violation of this Agreement.
- b. If the Aviation Fuel Agent fails to correct the violation within thirty (30) days from the date of notification, or if the County has other reasonable and just cause, this Agreement may be terminated by the County upon thirty (30) days' written notice to the Airport Manager.
- c. The Aviation Fuel Agent may terminate this Agreement at any time upon giving not less than thirty (30) days' written notice to the County.

VII. Notices. Any and all notices required herein shall be given as follows:

If to the County:

Adams County Airport Commission
c/o Adams County Clerk
P.O. Box 278
Friendship, WI 53934

If to the Airport Manager:

Michael L. Scott
P.O. Box 819
Adams, WI 53910

VIII. Transfer/Assignment. No transfer or assignment of the provisions and responsibilities of this Agreement shall be valid and binding without the prior written consent of the County having first been obtained by the Airport Manager/Aviation Fuel Agent.

IN WITNESS WHEREOF, the parties have hereunto set their hand and seal this
_____, 2013.

Adams County Airport Commission

Adams County

Michael L. Scott

Trena Larson
Administrative Coordinator/Director of Finance

RESOLUTION 66 -2013
RESOLUTION TO AMEND COUNTY BOARD RULES SECTION XXIII – C of
both the ADMINISTRATIVE & FINANCE and EXECUTIVE COMMITTEE

INTRODUCED BY: Administrative & Finance Committee

INTENT & SYNOPSIS: To amend County Board Rules, Section XXIII – C both of the Administrative & Finance and Executive Committee

FISCAL NOTE: None.

WHEREAS: Much discussion evolved relating to the financial impact and decision-making process obligating the County; and

WHEREAS: It was determined that for clear, transparent communication and future obligation, it is in the best interest of the County to clarify the Committee process for review and recommendation of salaries, benefits and compensation structure for all personnel.

NOW THEREFORE, BE IT RESOLVED by the Adams County Board of Supervisors that the Adams County Board Rules, Section XXIII, shall be amended as follows:

Administrative & Finance Committee, Section C, is amended to add:

8. Review and recommend benefits and compensation structure for all county personnel to the Executive Committee.

Executive Committee, Section C, paragraph 9 is amended to read:

9. Review the recommendation of the Administrative & Finance Committee regarding salaries, benefits and compensation structure for all county personnel, and submit to the County Board for final approval.

BE IT FURTHER RESOLVED: That the rest and remainder of the County Board Rules unchanged by this Resolution shall remain in full force and effect. Recommended for adoption by the Administrative & Finance Committee this

6 day of Aug, 2013.

John West

Greg Gurnadi

Jeff Seaton
Garry Babcock

Adopted _____

Defeated _____ by the Adams County Board of Supervisors this

Tabled _____ day of _____, 20____.

County Board Chair

County Clerk

☒ Reviewed by Corporation Counsel

☒ Reviewed by Administrative Coordinator/Director of Finance

1
2 **RESOLUTION** 67 -2013
3

4 **RESOLUTION TO AUTHORIZE APPLICATION FOR WISCONSIN DEPARTMENT**
5 **OF NATURAL RESOURCES LAKE PROTECTION GRANT**
6

7 **INTRODUCED BY:** Planning and Zoning Committee
8

9 **INTENT & SYNOPSIS:** To authorize the Administrative Coordinator/Director of
10 Finance to apply for a grant from the WDNR Lake Protection Grant Fund for the
11 purpose of continuing the shoreland buffer education and restoration activities.
12

13 **FISCAL NOTE:** The grant will provide funds in the total amount of \$48,000 to be
14 applied to the Planning and Zoning Department budget at the rate of \$16,000 per year
15 for three years.
16

17 **WHEREAS:** Adams County lakes are an important resource used by the public for
18 recreation and enjoyment of natural beauty; and
19

20 **WHEREAS:** The protection of the watershed, the protection of water quality and the
21 natural ecosystems of all bodies of water is crucial; and
22

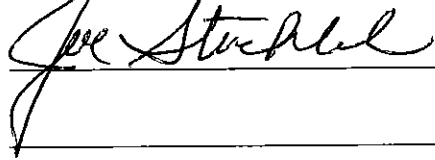
23 **WHEREAS:** Adams County Planning and Zoning will utilize the funding to continue to
24 provide education and riparian buffer restoration implementation and technical
25 assistance; and
26

27 **WHEREAS:** The Adams County Planning and Zoning Department has the qualifications
28 and expertise to perform the responsibilities for the grant and is assisting lake
29 organizations, communities and individual landowners with implementation of the
30 restoration of riparian buffers and education about waterfront property ownership.
31

32 **NOW THEREFORE, BE IT RESOLVED:** That the Adams County Board of Supervisors
33 approves and authorizes the Administrative Coordinator/Director of Finance to apply for
34 \$48,000 from the WDNR Lake Protection Grant Fund for the purpose of continuing
35 shoreland buffer restoration and related educational activities.
36

37 **BE IT FURTHER RESOLVED:** That Adams County shall provide in-kind services
38 during 2014-2016 toward the project and shall comply with State rules for the program.
39
40
41
42
43

44 Recommended for adoption by the Planning and Zoning Committee this ____ day of
45 August, 2013.

46 
47 _____
48 _____
49 _____
50 _____
51 _____
52 _____
53 _____
54 _____

55 Adopted _____

56 Defeated _____ by the Adams County Board of Supervisors this

57 Tabled _____ day of August, 2013.

58 _____
59 _____
60 County Board Chair

County Clerk



Reviewed by Corporation Counsel 8/12/13



Reviewed by Administrative Coordinator/Director of Finance

**RESOLUTION TO APPROVE A THREE-YEAR CONTRACT WITH THE ADAMS COUNTY
DEPUTY SHERIFF'S ASSOCIATION LOCAL 355 OF THE WISCONSIN PROFESSIONAL
POLICE ASSOCIATION**

County Clerk

**COUNTY OF ADAMS
SETTLEMENT PROPOSAL**
for a Successor Agreement
to the 2011 Agreement to
ADAMS COUNTY DEPUTY SHERIFF'S ASSOCIATION
WPPA/LEER Local #355

August 7, 2013¹

The terms and conditions set forth in the 2011 collective bargaining agreement shall become the terms and conditions of the 2012 - 2014 collective bargaining agreement with the following changes:

1. **ARTICLE 6 – WAGES.** Amend Section 1 as follows:
 - a. Effective 01/01/2012, increase 01/01/2011 wage rates **by 1%** across-the-board (“ATB”).
 - b. Effective 01/01/2013, increase 01/01/2012 wage rates by 1% ATB.
 - c. **Effective the first pay period following ratification of this Agreement by the parties,** increase 01/01/2013 wage rates by 3% ATB.
 - d. Effective 01/01/2014, increase the wage rates **from “c.” above** by 4% ATB.
2. **ARTICLE 6 – WAGES.** Amend Section 3 (Overtime), subsection 2, as follows:
 2. ~~Employees must request the use of banked compensatory time hours at least five (5) days in advance of its use. Compensatory time cannot be scheduled if overtime would be created, and denial of compensatory time shall be non-grievable, unless shown that denial was without cause.~~
3. **ARTICLE 6 – WAGES.** Delete subsection 3 of Section 3 (Overtime):
 3. ~~If requested, compensatory time hours cannot be filled within forty-eight (48) hours of the shift, the employee requesting the use of the compensatory time hours will be responsible for filling those hours, upon notification.~~
4. **ARTICLE 6 – WAGES.** Renumber subsection 4 to subsection 3.
5. **ARTICLE 6 – WAGES.** Amend the last paragraph of Section 5 as follows:

Employees shall notify the Employer at least ~~fifteen (15)~~ five (5) days prior to taking their floating holiday. The Employer will notify the employee at least five (5) days prior to the chosen date as to whether or not the request has been approved. Once approved, a floating holiday shall not be cancelled, except in an emergency. All floating holidays must be used during the calendar year in which they are earned. If not taken during that year, they will be considered to have been waived by the employee.

¹Changes from the County's July 7, 2013 Settlement Proposal are in **bold** type.

6. **ARTICLE 8 – VACATIONS.** Amend Section 2, the first two sentences, as follows and add a sentence:

Employees shall designate, prior to ~~April~~ January 30th of any year, the time during which they wish to take their vacation for the coming year. Any vacation time not requested prior to ~~April~~ January 30th shall be granted on a first-come, first-served basis, with at least five (5) days' notice in advance. Requests to use vacation hours with less than five (5) days' notice that does not cause overtime will not be unreasonably denied. The five (5) day notice requirement does not apply to employees on special assignment whose attendance is not considered in regular staffing levels.

7. **ARTICLE 9 – HEALTH AND WELFARE.** Delete second paragraph of Section 1:

~~Present levels of coverage shall be maintained, although the County shall be free to change insurance carriers or to self-fund so long as coverage is substantially equivalent as a whole or better than that in effect on April 1, 1999.~~

8. **ARTICLE 10 – PENSION.** Amend Section 1 as follows:

Each employee shall be a participant of the Wisconsin State Retirement Plan as provided by Wisconsin Statutes and rules established by the Wisconsin Retirement Fund Board. The Employer shall pay the full cost of such retirement plan for 2012 and through the pay period in 2013 in which ratification of this Agreement has been achieved by the parties, for all employees except new hires. Deputies hired into the bargaining unit after July 1, 2011, shall contribute the employee's portion of the Wisconsin Retirement System contribution as determined by the Department of Employee Trust Funds/Wisconsin Retirement Fund Board, pursuant to WI Act 10 and 32. Effective the first payroll period following ratification of this Agreement, employees hired into the bargaining unit before July 1, 2011, shall contribute 3.5% towards the employee's portion of the Wisconsin Retirement System contribution. Effective January 1, 2014, all employees shall contribute the full employee portion of Wisconsin Retirement System contribution.

9. **ARTICLE 20 – DURATION.** Amend Section 1 as follows:

This Agreement shall become effective as of January 1, ~~2011~~ 2012, and shall remain in full force and effect until and including December 31, ~~2011~~ 2014 and shall be automatically renewed from year to year thereafter, unless negotiations are initiated by either party prior to September 1st of any effective year of this Agreement thereafter. Only Article 6, Section 1, the wage schedule, shall be retroactive.

All terms and conditions of this Agreement shall remain in full force and effect until a successor Agreement is executed, ~~provided that, this provision shall not result in a contract duration greater than that allowed by law.~~

10. **LETTER OF AGREEMENT.** Amend Section 1.F. as follows:

Shall be allowed up to a maximum of ~~thirty-six (36)~~ forty-eight (48) hours (refillable) of compensatory time. Any unused time shall be paid out on the 1st pay period in December. Compensatory time cannot be scheduled if overtime would be created and denial of compensatory time shall be non-grievable, unless shown that denial was without cause; and

11. **LETTER OF AGREEMENT.** Amend Section 2.G. as follows:

Shall be allowed up to a maximum of ~~forty (40)~~ forty-eight (48) hours (refillable) of compensatory time. Any unused time shall be paid out on the 1st pay period in December. Compensatory time cannot be scheduled if overtime would be created and denial of compensatory time shall be non-grievable, unless shown that denial was without cause.

The County reserves the right to add to, delete from or change these proposals during the course of bargaining.

**RESOLUTION TO APPROVE THE MID-STATE TECHNICAL COLLEGE
AGREEMENT FOR JAIL INMATE EDUCATION**

INTRODUCED BY: Public Safety and Judiciary Committee

INTENT & SYNOPSIS: To approve the renewed agreement with Mid-State Technical College (MSTC) to provide educational services to inmates while incarcerated in the Adams County Jail.

FISCAL NOTE: This has been budgeted in the 2013 and existing funds are available in the Jail Commissary carryover account in 2013. It is also anticipated that carryover funds will also be available to fund the \$5,689 financial obligation in 2014.

WHEREAS: The current agreement between Adams County and MSTC to provide the services expired June 30, 2013; and

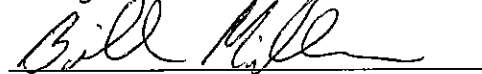
WHEREAS: The program provides inmates an opportunity the receive education and life skills while incarcerated and helps to reduce recidivism and increase employment opportunities upon release; and

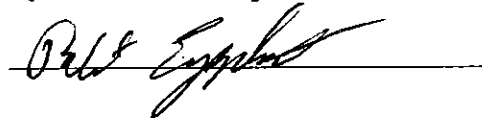
WHEREAS: The amount of the agreement is the match amount for Adams County to participate in a joint grant with Portage County which provides funding for additional inmate educational services; and

WHEREAS: The term of the contract would provide services for the school year from July 1, 2013 through June 30, 2014.

NOW THEREFORE, BE IT RESOLVED by the Adams County Board of Supervisors that the renewed agreement between the Adams County Jail and MSTC to provide educational services to inmates incarcerated in the jail be approved for the term of the agreement.

Recommended for adoption by the Public Safety and Judiciary Committee this 14th day of August, 2013.





Adopted _____

Defeated _____

Tabled _____

by the Adams County Board of Supervisors this
20th day of August, 2013.

County Board Chair

County Clerk



Reviewed by Corporation Counsel



Reviewed by Administrative Coordinator/Director of Finance

RESOLUTION NO. 70 - 2013

**RESOLUTION TO RETURN FUNDS TO THE NON-LAPSING CARRYOVER ACCOUNT
OF THE SHERIFF'S OFFICE FROM THE GENERAL FUND**

INTRODUCED BY: Administrative & Finance Committee

INTENT & SYNOPSIS: To replace funds in the Sheriff's Office budget that were inadvertently omitted from the attachment to Resolution 59-2012 which resulted in funds being placed into the general fund.

FISCAL NOTE: \$8,170.50 will be removed from General Fund and placed back into the K-9 and Community policing carryover accounts. The following budget revision will increase the existing budgeted line item in account 100-E-18-52130 \$19,961.25. It is anticipated this will cover all costs associated establishing a second K-9 unit.

WHEREAS: The previously reestablished DARE account by Resolution 35-2012, was inadvertently omitted from Resolution 59-2012; and

WHEREAS: The fund amount of \$8,170.50 were then placed into the General fund; and

WHEREAS: Those funds are non-tax levy and are not meeting the designated purpose of Crime Prevention in the general fund; and

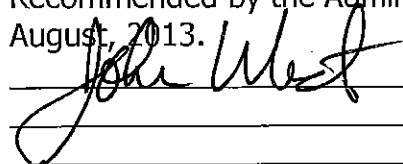
WHEREAS: By unanimous motion of the Public Safety and Judiciary Committee on June 18, 2013 did state said funds were to be divided between the K-9 account #100-R-18-48502 and Community Policing account #100-R-18-48507; and

WHEREAS: By unanimous motion of the Public Safety and Judiciary Committee on May 8, 2013 did state monies from the sale of the DARE Car were to be placed in K-9 account #100-R-18-48502 to be used toward the purchase of a second K-9; and

NOW, THEREFORE, BE IT RESOLVED: By the Adams County Board of Supervisors that \$8,170.50 be removed from the general fund and divided between the K-9 account #100-R-18-48502 and Community Policing account #100-R-18-48507 within the Sheriff's Office budget.

BE IT FURTHER RESOLVED: That monies from the sale of the DARE car be placed in the K-9 account #100-R-18-48502.

Recommended by the Administrative & Finance Committee for adoption this 6th day of August, 2013.



____ Adopted by the Adams County Board of Supervisors this
____ Defeated 20th day of August, 2013.
____ Tabled

County Board Chair

County Clerk

☒ Reviewed by Corp. Counsel

☒ Reviewed by Admin. Coord./Dir. of Finance

AMENDMENT OF ADAMS COUNTY ZONING ORDINANCE

WHEREAS: The Adams County Board of Supervisors adopted the amended Adams County Zoning Ordinance as Ordinance No. 17A-2010 on December 21, 2010, which was effective upon publication on January 12, 2011, and which was approved by the town board of Easton on December 21, 2011, such approval having been filed with the Adams County Clerk pursuant to section 59.69 of the Wisconsin Statutes; and

WHEREAS: On July 10, 2013, Joan & Robert Stallman, owners, petitioned the Adams County Board of Supervisors to amend the county zoning ordinance to rezone a parcel of land (2.49 acres) in the Town of Easton, as hereinafter described; and

WHEREAS: A public hearing, with due notice, was conducted on that petition by the Adams County Planning and Zoning Committee on August 7, 2013, and the Adams County Planning and Zoning Committee, after evaluating all data and evidence presented at the public hearing, recommends enactment of the proposed zoning change and hereby submits this proposed zoning ordinance to the Adams County Board of Supervisors; now, therefore,


The County Board of Supervisors of the County of Adams does ordain as follows:

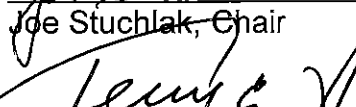
Zoning Change: The Adams County Zoning Ordinance, Ordinance 17A-2010, and the corresponding zoning maps are hereby amended to reflect that the following described parcel (2.49 acres) be changed from an A-3 Secondary Agriculture District to an R1LL Single Family Residential District.

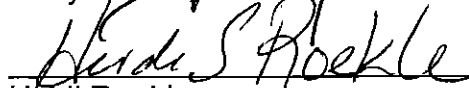
Property located in the SW ¼, NE ¼, Section 35, Township 16 North, Range 6 East, Outlot 1, CSM 5200 on Evergreen Drive, Town of Easton, Adams County, Wisconsin.

Published in the Times Reporter, the official newspaper of Adams County, on the _____ day of August, 2013.


Recommended for enactment by the Adams County Planning & Zoning Committee on this 7th day of August, 2013.


Joe Stuchlak, Chair


Terry James, Vice-Chair


Heidi Roekle


Al Sebastiani


Glenn Licitar

Barb Morgan

Randy Theisen

Enacted _____
Defeated _____ by the Adams County Board of Supervisors
Tabled _____ this _____ day of August, 2013

John West, Board Chair

Cindy Phillippi, County Clerk



PLANNING AND ZONING DEPARTMENT

P.O. BOX 187, COURTHOUSE
FRIENDSHIP, WI 53934

PHONE: 608-339-4222

www.co.adams.wi.gov

ADAMS CO PLANNING & ZONING COMMITTEE

August 7, 2013 – Room A260 - Courthouse
Friendship, WI 53934 – 1:00 P.M.

Joan M. & Robert B. Stallman – Rezoning request (2.49 acres) from an A3 Secondary Agriculture District to an R1-LL Single Family Residential District to allow the property to become conforming and allow residential use on property located in the SW ¼, NE ¼, Section 35, Township 16 North, Range 6 East, Outlot 1, CSM 5200 on Evergreen Drive, Town of Easton, Adams County, Wisconsin.

Appearing for with testimony: Dalene Marlow, representative for Joan & Robert Stallman.

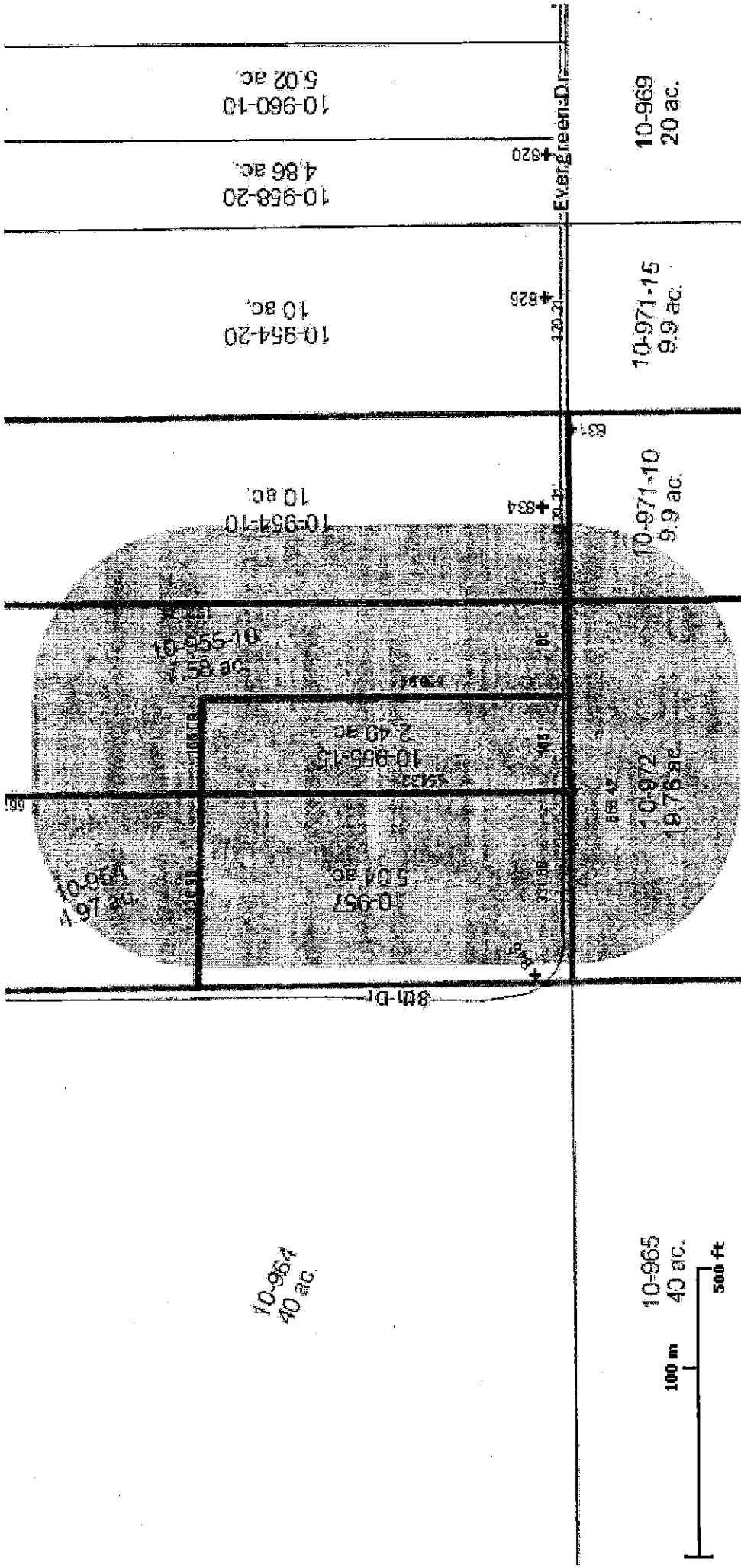
No one appearing against.

Correspondence: Notification from the Town Board of Easton that they met on July 15, 2013 and have no objection to the zoning change.

Disposition: Terry James made a motion to recommend enactment of the zoning change, on the above-described property, to the County Board for final action. Glenn Licitar seconded the motion. Roll Call Vote: 6-Yes. Motion carried.

STALLMAN

SW, NE/35-16-6 EASTON



AMENDMENT OF ADAMS COUNTY ZONING ORDINANCE

WHEREAS: The Adams County Board of Supervisors adopted the amended Adams County Zoning Ordinance as Ordinance No. 17A-2010 on December 21, 2010, which was effective upon publication on January 12, 2012, and which was approved by the town board of the Town of Springville on January 12, 2012, such approval having been filed with the Adams County Clerk pursuant to section 59.69 of the Wisconsin Statutes; and

WHEREAS: On June 24, 2013, Bugtussel Wireless, LLC on behalf of Adams Columbia Electric co-op, owner, petitioned the Adams County Board of Supervisors to amend the county zoning ordinance to rezone a portion of a parcel of land in the Town of Springville, as hereinafter described; and

WHEREAS: A public hearing, with due notice, was conducted on that petition by the Adams County Planning and Zoning Committee on August 7, 2013, and the Adams County Planning and Zoning Committee, after evaluating all data and evidence presented at the public hearing, recommends enactment of the proposed zoning change and hereby submits this proposed zoning ordinance to the Adams County Board of Supervisors; now, therefore,

The County Board of Supervisors of the County of Adams does ordain as follows:

Zoning Change. The Adams County Zoning Ordinance, Ordinance 17A-2010, and the corresponding zoning maps are hereby amended to reflect that the following described property be changed from a PSP-1 Public and Semi-Public District to an I1 Industrial District;

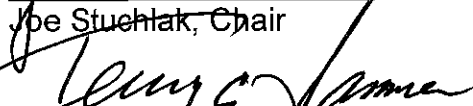
SW ¼, SW ¼, Section 16, Township 15 North, Range 6 East, Lot 1 of CSM 509 at 1098 State Road 82, Town of Springville, Adams County, Wisconsin.

Published in the Times-Reporter, the official newspaper of Adams County, on the _____ day of August, 2013

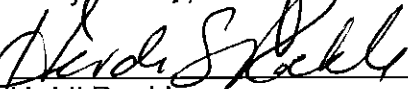
Recommended for enactment by the Adams County Planning and Zoning Committee on this 7th day of August, 2013.



Joe Stuchlak, Chair



Terry James, Vice-Chair



Heidi Roekle

Al Sebastiani



Glenn Licitar

Barb Morgan

Randy Theisen

Enacted _____
Defeated _____ by the Adams County Board of Supervisors
Tabled _____ this _____ day of August, 2013

John West, Board Chair

Cindy Phillippi, County Clerk



PLANNING AND ZONING DEPARTMENT

P.O. BOX 187, COURTHOUSE
FRIENDSHIP, WI 53934
PHONE: 608-339-4222
www.co.adams.wi.gov

ADAMS CO PLANNING & ZONING COMMITTEE
August 7, 2013 – Room A260 - Courthouse
Friendship, WI 53934 – 1:00 P.M.

Adams Columbia Electric Co-op/Bug Tussel Wireless, LLC – Rezoning request from a PSP-1 Public and Semi-Public District to an I1-Industrial District of the Adams County Comprehensive Zoning Ordinance to allow the existing substation to become conforming and to allow the construction of a telecommunications tower (Public Hearing for Variance to increase in height limitations August 24, 2013) on property located in the SW ¼, SW ¼, Section 16, Township 15 North, Range 6 East, Lot 1 of CSM 509 at 1098 State Road 82, Town of Springville, Adams County, Wisconsin.

Appearing for with testimony: Ray Bildings and Michael Long of Bug Tussel Wireless, LLC represented Adams Columbia Electric Co-op and Stan Higby, Chuck Spargo of Adams Columbia Electric Co-op were present to speak for the zoning change.

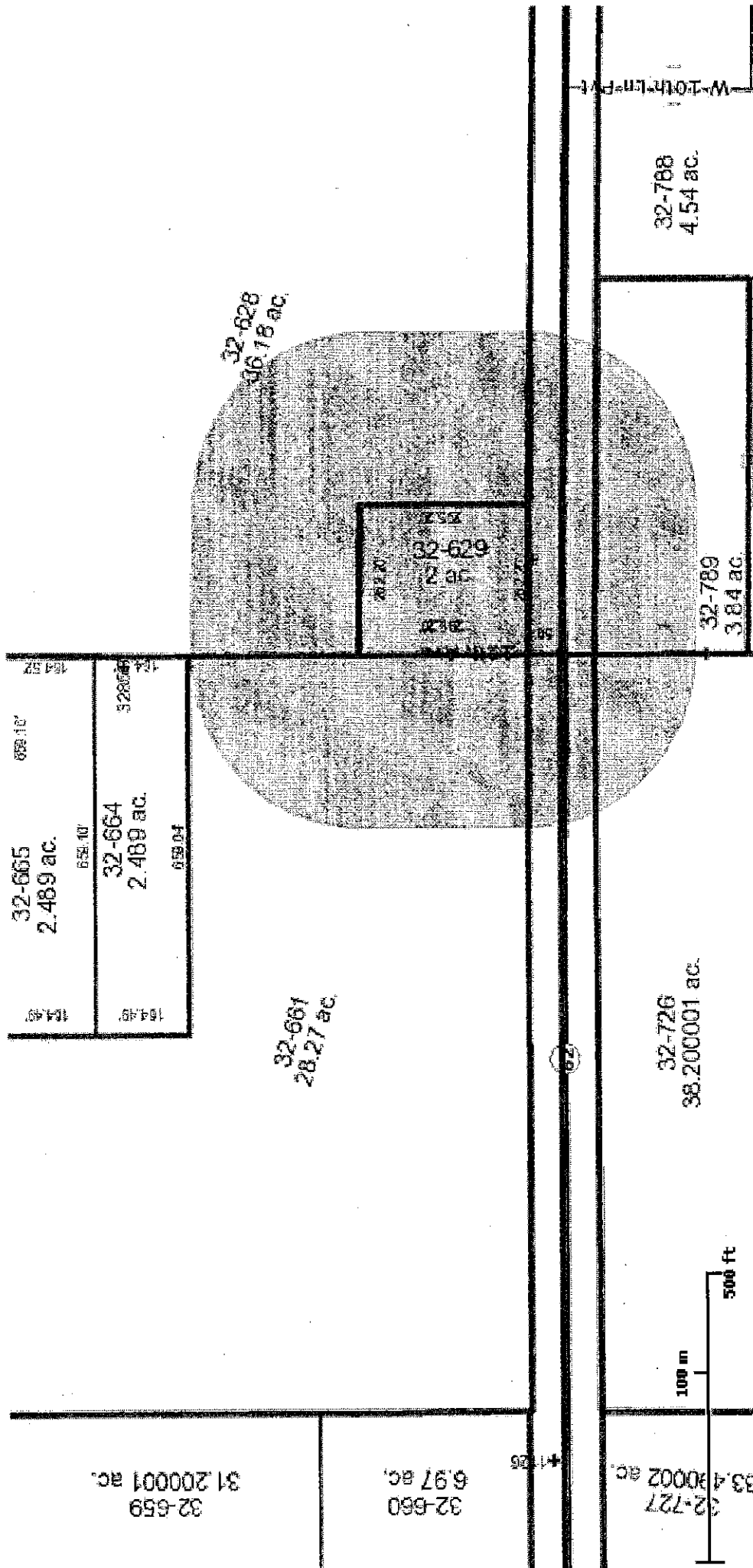
Appearing against: Jeff Reabe from Wisconsin Agricultural Aviation Association stated concerns regarding human safety issue for crop dusting.

Correspondence: Notification from the Town Board of Springville that they met on June 24, 2013 and have no objection to the zoning change.

Disposition: Heidi Roekle made a motion to recommend enactment of the zoning change, on the above-described property, to the County Board for final action. Randy Thiesen seconded the motion. Roll Call Vote: 4-Yes, 1-No (James), 1 abstained (Sebastiani). Motion carried.

ACEC/BUG TUSSEL

SW, SW/16-15-6 SPRINGVILLE



ADMINISTRATIVE & FINANCE MEETING MINUTES

June 10, 2013 8:00 AM Room A160

The meeting was called to order at 8:06 a.m. **Present:** Babcock, Djumadi, Kotlowski and West.
Excused: Sebastiani. **Also present:** Larson, Phillippi and Zander.

Motioned by Kotlowski/Djumadi to approve the agenda. Motion carried by unanimous voice vote.
Motioned by Babcock/Kotlowski to approve the minutes from May 13, 2013. Motion carried by unanimous voice vote.

Public Participation: None

Correspondence: Djumadi reported her appointment to the Taxation Finance Committee; Gus also appointed her to the WCA Resolution Committee.

Discussion on Administrative Coordinator/Director of Finance department activities. Land & Water Department has outstanding issues, that are time consuming, they will begin to prepare for the budget; Administrative office is moving ahead with training; Chris Jefferson has completed training on payroll; Wendy Newsom will begin payroll training in July. There are increases in all of the Fund balances year end 2012. Monthly sales tax report was handed out. Undesignated Fund Balance Report: **At the bottom** the General Fund balance **spreadsheet where the transactions are detailed there is an incorrect formula** on the report it should be \$121,434, not \$74,258 Contingency Fund balance/Sales Tax Fund balances are both missing; **Larson suggested leaving** ~~the committee recommended that~~ 2012 balances be totaled then, **and add** begin with 2013 transactions **below**. Cash reconciliation reports were handed out. Motioned by Djumadi/Kotlowski to approve the check register. Motion carried by unanimous voice vote.

Skipped discussion on MIS department activities until later.
County Clerk's department activities update is that business is as usual.
Discussion on Treasurer's department activities. Tax deed property:

- processed 253 searches
- remaining 212 to finish
- some have paid their taxes during this process
- final paperwork will go to court next week.

A financial report was handed out. Zander will be out of the office attending a conference next week, otherwise business is as usual.

Motioned by Kotlowski/Babcock to approve Resolution to oppose Assembly Bill 85 and Senate Bill 95 to move forward to County Board. Motion carried by unanimous voice vote.

Discussion on MIS department activities. Financial reports were handed out. Also covered in the handouts are RMM costs customer service/helpdesk/costs for 2012-2013; \$4,736 for CJIS has been spent. The phone system upgrade for the highway department was over budget, as is the mileage account. This is the first time in 6-7 years that reimbursement for mileage has been requested, causing the overage.

Motioned by Djumadi/Kotlowski to deviate to discussion on the Medical Examiner cell phone upgrade per Medical Examiner request. Motion carried by unanimous voice vote.

Larson reported that the Medical Examiner is requesting an upgrade to their cell phones. They would need phones with the following criteria:

- GPS capability
- **Internet capabilities** (pill identifier, search phone numbers)
- send pictures

The 3rd phone is a flip-phone, as the deputy currently uses her own cell phone. This phone will not be replaced. The additional costs would be approximately \$434 through the end of 2013. The supply account will be used to offset the additional phone costs. The supply account currently has a budget of \$2,000 with only \$660 that has been used so far. Motioned by Djumadi/Babcock to approve the upgrade for Medical Examiner's two additional phones, not to exceed \$434 per month, to include budget revision from supply account to phone account. Motion carried by unanimous voice vote.

McGee gave the committee the Technology Steering Committees draft Project Review Procedure report. They are looking for approval at the next Administrative & Finance meeting in July. Need to strike the language ~~Process customer service payment~~ at the top of the flow chart because it is not applicable.

Larson reported: Discussion on the budget revisions for Emergency Management are as follows: update budget account; (19) R 48500 \$4,500 revenue; (19) E 52511 414 \$4,500 small equipment purchase; money was dated for 2012 but was recorded for 2013.

Discussion on the budget revisions for Veterans Services transpired. Larson reported: Donation money closed to the General Fund in 2012. They'd like to use these funds in 2013. A resolution was passed at County Board approving a Carryover account but not the transfer of the funds. A new resolution to transfer \$940, will need to be created and brought to next month's meeting for approval of the transfer. The committee is not in favor of a continual carryover, the belief is to use the funds in the year they are received.

Motioned by Djumadi/Kotlowski to approve the budget revisions for Enbridge funds in the amount of \$4,500 for Emergency Management. Motion carried by unanimous voice vote.

Discussion on the 2014 budget. The schedule is for September 9th-13th. West is not available September 22nd - 23rd. September 9th-10th the committee would like to meet with Hwy, Health & Human Services, Solid Waste and Sheriff first. Add dates of October 4th, October 8th and November 4th.

The budget assumptions are a work in progress and will be discussed at the Administrative & Finance meeting at 5:30 p.m. on June 18th. Prior to the meeting, the updated information needs to be faxed to Kotlowski and Sebastiani, and emailed to the rest of the committee members.

Items on next agenda:

Approve procedure for Tech Steering;

Approve Resolution for General Fund transfer of \$940, VSO donation;

The 1st quarter report with EO Johnson;

Anticipated EO Johnson savings;

Solid Waste and Highway Department 2012 budget updates;

Closed session

Next meeting date: June 18th at 5:30 p.m.

Next regular meeting date: July 8th at 8:00 a.m.

Motioned by Djumadi/Kotlowski to adjourn at 10:57 a.m. Motion carried by unanimous voice vote.

Respectfully submitted,



Cindy Philippi

Recording Secretary

These minutes have been approved.

ADMINISTRATIVE & FINANCE MEETING MINUTES

Monday, July 8, 2013
8:00 AM Room A260

The meeting was called to order by Chairman West at 8:02 a.m. The meeting was properly noticed. Present: Sebastiani, Djumadi, West, Kotlowski and Babcock. Also present: Larson, Zander, Wollin, Gervais, (Pat) Kotlowski, Smith and Phillippi.

Motioned by Sebastiani/Kotlowski to approve the agenda correcting typo of year. Motion carried by unanimous voice vote. Motioned by Sebastiani/Babcock to approve prior meeting minutes of June 10th & 18th, 2013. Motion carried by unanimous voice vote.

Public Participation: None

Correspondence: None

Update on Highway 2013 Budget: Kotlowski explained the winter maintenance account as being less than \$50,000 which is not enough to cover expenses until the end of the year.

The budget typically would have a fund of \$700,000 to cover winter maintenance. An overview of the G project was provided, explaining there could potentially be funds to pull from if the project were to come in under budget. There are no other large outlay projects left in the budget for 2013 to pull funds from. Shouldering, mowing, brushing, patching, and seal coating were examples of highway maintenance items that are pooled together in the same account, where there could potentially be money that'd roll over, but this is unlikely. This is an account that could be looked at closer to the end of the year.

Larson ~~recommended~~ asked if flex scheduling and scheduling around winter events has been considered. Flex scheduling ~~to~~ could include a 24 hour notice having employees start at noon verses 8:00 a.m. The discussion continued that flex scheduling and working around winter events, sending employees home once they've reached their regular work hours and/or starting later in the day may result in some additional savings. Kotlowski informed the committee that a similar discussion took place with the highway committee, keeping in mind that these are employees who come to work day and night and also on call. Also, noting that some employees elect to go home once they have reached their regular number of work hours. Since the administration change, they no longer receive overtime on Sundays, it is straight time; explaining the difference between the current environment and the previous union environment.

West wanted everyone to be aware of the potential need to transfer money in the future for any overdraft that may occur.

Kotlowski would like to wait until some larger bills are paid out of the G project, then review the budget again in the future. Wanting to avoid flex scheduling and sending employee's home, Kotlowski would like to consider different options such as:

- using less salt – approximate cost \$70 per ton
- use of a salt/sand mixture – approximate cost \$18 per ton
- starting later in the day to remove snow- realizing that compact snow is harder to remove
- use of a salt brine/liquid-the liquid activates the salt and keeps more salt on the highways-currently having the equipment and machines to produce, providing additional options

Kotlowski will keep the committee informed of the highway department finances as necessary.

Update on Solid Waste 2013 Budget; postpone until next month.

Update on loan fund/and future projections by Daric Smith: Smith explained that there were dollars available through the state and USDA both of which are grant dollars but have a match contribution of 20 – 25%. He provided the committee with a document with the current and pending loans amounting to \$1,013,700.00. The projected balance of the special project funds to include the pending most recent loan status was reported as approximately \$8,000. As individuals pay throughout the year, the balance will grow to approximately \$100,000, as these are revolving funds that then can be loaned again. Djumadi asked questions related to specific loans within the City of Adams. Smith explained the erection of a building to be used as rental (4) units for businesses. An explanation was provided, that the funds could be used for community betterment such as the one used for the theater. The committee concurred that Smith should continue to look into the options of state and USDA loans with the understanding of a need for matched funds. Smith will continue to pursue options and provide information as it relates back to the committee.

Motioned by Djumadi/Babcock to deviate to letter f of number 11. Motion carried by unanimous voice vote.

Discuss and/or act on a budget for Emergency Management to purchase a Main Tower Backup System: Gervais gave a brief explanation about the main highway communication tower that was struck by lightning, which took out all communications for 1st responders throughout the county. The system was out from approximately 1:30 p.m. until 8:00 p.m. Option 1: This will allow dispatch to activate the backup equipment from the main tower through the Coloma/Richfield site. This will cover Highway, Sheriff, Emergency Management and paging. The Public Safety Committee approved this phase. The other two options that will cover the rest of the sites will be added into the 2014 budget.

Motioned by Djumadi/Sebastiani to transfer \$2,360 from the contingency fund to the Emergency Management budget for the option 1 of the main tower backup system. Motion carried by unanimous voice vote.

Motioned by Djumadi/Kotlowski to deviate to items under 13. Motion carried by unanimous voice vote.

Tax Deed Property update: The court date has been set for September 23. The Cottonville Store is still considered an open Brownfield sight. The DNR will be meeting with Zander Monday or Tuesday. There is no certificate of closure. A report will be provided to the property committee hopefully on Thursday, of what was found. A delinquent tax comparison report was handed out to the committee. Treasurer's cash reports were provided to the committee. Office activities are business as usual. Discuss and/or act Proposed 2014 Budget- none. William Petri follow-up re: request of eliminating interest/penalty on parcel #30-1861: Zander provided a recap of the initial request to eliminate the interest and penalties, issues with no stamp on the envelope, the June 28th email to request removal again, her response to the gentleman as well as the previous decision of the committee. The committee doesn't feel the full county board should review the decision of the committee. Motioned by Djumadi/Kotlowski to send a letter on the County Corporation Counsel's letter head as previously stated to include the decision has been made and the subject is closed. Motion carried by unanimous voice vote.

Administrative Coordinator/Director of Finance: Larson requested to return to the minutes as she had recommended changes to the June 10th minutes. In the last paragraph she wanted to add internet capabilities, remove pill identifier and then after much discussion it was decided she should provide the clerk with her recommended changes. Phillippi raised the question of changing the intent of the minutes, Larson indicated there intent would be changed. Djumadi requested Larson provide a copy of the recommended changes to the clerk after the meeting. The committee agreed to rescind the motion to approve both June 10th and 18th minutes. Motioned by Sebastiani/Babcock to approve the June 18th minutes. Motion carried by unanimous voice vote.

Office activities: Larson informed the committee that IRIS Agency participates in Family Care is providing a service and will only do direct deposit. The authorization form includes language allowing both debit and credit

sector has been doing this for years, and would recommend striking some of the language prohibiting them from removing funds and only allowing them to deposit funds. Sebastiani questions the ability to modify the form. It was determined this should be discussed at the Health and Human Services Committee and be an agenda item for the next Finance meeting. There was concern raised by Larson of the length of time before money would be received, the committee understood the delay in deposit. They recommend a separate account be set up for such transactions as to not allow vendor access to our funds. Larson explained Zander would be responsible for the transfer of funds between accounts. She has been busy with challenges in the Land and Water Department and working with staff, but things are coming along. Report contingency fund/general fund balances were handed out. Cash reconciliation, will be placed in the supervisor's internal mailboxes as the office is working on that document.

Motioned by Babcock/Kotlowski to approve the check register. Motion carried by unanimous voice vote.

Discuss and/or act Proposed 2014 Budget: none. Larson requested that if committee members had binders from prior years they would return them to us to be reused. This would save money and time as the tabs, etc., are expensive. She will provide the committee with a 6 month comparison for all departments next month. The undesignated fund balance allocations and sales tax reports were distributed. There was discussion about the undesignated report related to the 2012 transactions. The committee recommends they not be a part of the report as the balance should begin with January 1, 2013 figures, and update as activities occur.

Discuss and/or act on Resolution for VSO transfer donation funds from general funds: Much discussion transpired relating to the language in the resolution. It was determined to place this back on the agenda next month, to include language in the resolution as directed by the committee at the prior meeting.

Discuss Technology Steering procedure: Larson reported that McGhee is working on the document and this will come forward to the committee next month.

Discuss EO Johnson: Larson will continue to work on the information the committee is requesting. Larson explained this was a difficult task as the departments had previously used multiple accounts to make payments. There has been a delay in the 2013 billing as they are still working on the papercut accounting and programming. She will make a best attempt to do an analysis that compares expenses from last year to this year. Larson informed the committee that she had presented the budget assumptions to the department heads. She indicated the department heads are working on a document that could be used by supervisors when reviewing department's budgets for 2014. There was discussion about educating individuals on how we will maintain the level of services and yet be efficient. A brief discussion relating to health insurance transpired. Larson will bring information to the committee next month to explain implications related to the health care reform act. Some discussion relating to training took place, regarding mandated versus non-mandated; Larson expressed the importance of training regardless of the requirement. Larson will be bringing a resolution next month to rescind and reestablish non lapsing accounts.

MIS: Excused but provided a June report.

County Clerk: Office activities are business as usual. Examined all claims against the county: Phillippi informed the committee of the document that was forwarded to the insurance company from Jeremy Wine. Sebastiani will be in contact with Wollin and will see if the situation has been resolved. The Public Safety Committee Meeting will be July 10, 2013 at which time he will look into the issue.

Discuss and/or act Proposed County Clerk/County Board 2014 Budget: Phillippi explained some of the increases that will be coming forth in 2014, reiterated concerns related to the costs associated with printing, and the need to remove the \$500.00 internal department charge revenues as these are no longer applicable to the department since going with the EO Johnson contract. Phillippi expressed the importance of training, for example: New software or upgraded versions that are installed on staff computers sometimes makes it difficult to process documents when there is no training provided.

Discuss and/or act on County Board Rules, clarifications of rules: none

Discuss and/or act on Resolution to amend Board Rule XXIII – postpone until next meeting, language modifications will be worked on by Djumadi and Phillippi, modified language to be reviewed by corporation counsel only, as fiscal coordinator already reviewed.

Motioned by Djumadi/Kotlowski to recess at 9:56 a.m. Motion carried by unanimous voice vote. Called back to order by Chairman West at 10:00 a.m. All present.

Set next meeting date: August 6th at 8:00 a.m.

Identify upcoming agenda items:

Direct Deposit Family Care;

Amend Res. # 59-2012 Dare Car/Proceeds;

Drug Dog Account Funds;

Res. to rescind carryover accounts and reestablish them 2012 audit;

Discuss and/or act on Resolution to amend Board Rule XXIII;

Discuss and/or act on County Board Rules, clarifications of rules;

Update on Solid Waste 2013 Budget;

Update on loan fund/and future projections by Daric Smith;

Discuss and/or act on Resolution for VSO transfer/budget revision donation funds from general funds;

Discuss and/or act on Proposed 2014 Budget;

Discuss Technology Steering procedure;

Discuss EO Johnson.

Motioned by Sebastiani/Kotlowski to convene in closed session pursuant to Wis. Stats. § 19.85(1)(c) considering employment, promotion, compensation, or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility; and to Wis. Stats. § 19.85(1)(f), for the purposes of considering financial, medical, social or personal histories or disciplinary data of specific persons, preliminary consideration of specific persons except where par. (b) applies which, if discussed in public, would be likely to have a substantial adverse effect upon the reputation of any person referred to in such histories or data or involved in such problems or investigations. The Committee will reconvene in open session per Wis. Stats. § 19.85(2), to consider and vote, if applicable, on appropriate matters relating to the issues discussed in closed session. Motion carried by unanimous roll call vote.

Motion by Babcock/Sebastiani to adjourn at 11:44 a.m. Motion carried by unanimous voice vote.

Respectfully Submitted,



Cindy Phillippi

Recording Secretary

These minutes have been approved.

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Adams County Airport Commission
Minutes for the July 8, 2013 Meeting

Call to Order: Meeting was called to order by Acting Chairman K. Kotlowski at 7:00PM.

Roll Call: M. Bourke, J. Reuterskiold, S. Pollina, and J. Kotlowski. Chairman B. Miller was excused. Also in attendance were M. Scott, airport manager, and S. Sundsmo, grounds keeper.

Audience: None.

Was the meeting properly announced? Yes

Approve Agenda: Motion by Pollina, Second by Bourke to approve the agenda. All voted aye, motion carried.

Approve the Minutes for June 10, 2013: Motion by Bourke, Second by Pollina to approve the minutes. All voted aye, motion carried.

Airport Managers Report:

Review Correspondence:

Notice was given by Planning and Zoning regarding the erection of three towers by Adams Columbia Electric Cooperative. All three are located well outside the airport height zoning so no action by the commission is required.

Scott produced the first two quarterly reports he submitted to the property committee for the commission's information. No action required.

Three notices were sent out for grass cutting. Two were cut by the hangar owners and one by the grounds keeper, which will be billed to the hangar owner.

Financial/Review Monthly Check Summary:

Scott passed around the monthly check summary and expenses for May. With 42% of the month having passed there are two categories that require watching. Gas and electric is at nearly 52% and gas-vehicle is at nearly 51% but both should equalize well before winter heating and plowing according to Scott.

Fuel sales continue to be well below prior years. Scott reported having submitted the 2nd quarter fuel tax return and year to date just 2208 gallons have been sold. This compares with 3562 for the first two quarters of 2012. The difference lies in the 2nd quarter in which 47% less fuel was sold in 2013 and 2012 with weather, for the most part, being the likely cause.

Discuss and Act on Sales Tax Policy:

Scott informed the group that effective July 1st sales tax must be paid on the parking fees received by the airport. According to Scott the gross revenues for

Adams County Airport Commission
Minutes for the July 8, 2013 Meeting

parking amount to less than \$100 a year causing some discussion whether the fee was worth the effort of the additional work of reporting the sales tax. Marshfield does not charge ramp fees and Baraboo waives with a purchase of fuel. Between the two, ramp fees and fuel sales, the consensus was the emphasis should be on fuel sales and eliminating the ramp fees may encourage more fuel sales. A motion was made by Pollina to eliminate the parking fees for all short term parking (7 days or less) for aircraft and automobiles. Second by Bourke. All voted aye, motion carried.

Reconsider Lease Termination of hangar lot H-1:

It was reported by Scott that the delinquent hangar ground rent and penalty were paid in full. Being the ultimate goal was collection of the rent Scott asked for a motion to address the termination action. A motion made by Bourke to rescind the termination and stop the termination process, second by Reuterskiold. All voted aye, motion carried.

Current Airport Improvement Program – Update:

Scott reported a pre-bid meeting was held earlier in the day. Funding is nearly in place. Scott reported the Bureau has discretionary funding in place but is still waiting for the \$135,000 entitlements. It has been given the FAA but not yet disbursed to the State.

Bids will be opened on the 18th of July and the bid winner and project cost being available to us around the 20th. Construction will begin in late August, well after the Airventure airshow at Oshkosh.

Stone's Aerial Applicator Service Lease – Update:

Scott reported no commitment from Stone's on a proposed lease.

Motion by Pollina, second by Reuterskiold to accept the managers' report. All voted aye, motion carried.

Grounds Keeper Report:

Sundsmo reported nothing new to report. He has keep up with the grass cutting. The sod runway was been closed all summer in an effort to allow the fresh seeding to grow. Within the next couple week the runway will be cut, checked and, hopefully, opened well before Airventure air show at Oshkosh.

Motion by Pollina, Second by Bourke to accept the groundskeepers report. All voted aye, motion carried.

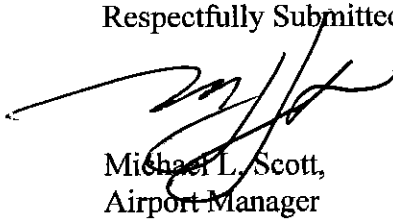
Audience Comments: None

Adams County Airport Commission
Minutes for the July 8, 2013 Meeting

Next meeting set for August 12, 2013 at 7PM at the Welcome Center.

There being no further business a motion was made by Bourke to adjourn. Second by Reuterskiold. All voted aye, motion carried. Meeting was adjourned at 7:35 PM.

Respectfully Submitted,

A handwritten signature in black ink, appearing to read "M. Scott", is written over the printed name and title.

Michael L. Scott,
Airport Manager

Adams County Airport Commission
Minutes for the August 12, 2013 Meeting

Call to Order: Meeting was called to order by Chairman B. Miller at 7:02PM.

Roll Call: M. Bourke, J. Reuterskiold, S. Pollina, B. Miller and J. Kotlowski. Also in attendance were M. Scott, airport manager, and S. Sundsmo, grounds keeper.

Audience: Mike Hartz, hangar owner.

Was the meeting properly announced? Yes

Approve Agenda: Motion by Reuterskiold, Second by Kotlowski to approve the agenda. All voted aye, motion carried.

Approve the Minutes for July 8, 2013: Motion by Bourke, Second by Reuterskiold to approve the minutes. All voted aye, motion carried.

Airport Managers Report:

Review Correspondence:

Scott produced a letter from the Division of Transportation indicating that Gov. Walker has approved the funding for the replacement of the north end of the runway.

Notice was received from Planning and Zoning regarding the erection of a tower by Adams Columbia Electric Cooperative. As it will be located in the town of Springville, well outside the airports height zoning jurisdiction, no action by the commission was required.

An email was received from the Bureau of Aeronautics and Avfuel warning of fuel shortages and deliver delays caused by new mandates from the Department of Transportation regarding additional rest periods for truck drivers.

County Clerk has forwarded three ground leases that were found to be unsigned. Scott has notified those hangar owners affected, will have them signed and returned to the clerk's office.

Scott has been informed that the Bureau of Aeronautics will be conducting an on-site compliance inspection of the airport on August 21. Such inspections are required whenever an airport receives federal and state funding.

Financial/Review Monthly Check Summary:

Scott passed around the monthly check summary and expenses for July. With 58% of the year having passed there are three categories that require watching. Telephone Services is at 59%, Gas and Electric at 64% and Gas-Vehicle is at

Adams County Airport Commission
Minutes for the August 12, 2013 Meeting

nearly 74%. Adjustments may be necessary for 2014.

Current Airport Improvement Program – Update:

A preconstruction meeting for the replacement of the north end of the runway will take place on the 30th of August and construction will begin the very beginning of September. Scott reminded the commission the plan calls for the airport to remain open with a temporary sod taxiway running along the west end of the construction site to the sod runway 08/26. Taxiway markers have been acquired and will be placed by the construction crew prior to construction.

Stone's Aerial Applicator Service Lease – Update:

Scott reported that a lease was signed and the lease fee paid by Stone. They have complied with documentation required prior to their operation.

Discuss and Act on 2014 Budget:

Scott produced his proposed 2014 budget and explained it line by line.

Discussion centered on four line items: Wages for the airport's sole employee; Telephone Services; Gas & Electric Service; and Capital Improvements. Scott recommended that Telephone Service be increased to \$1,600 from \$1,500; and Gas & Electric Service from \$5,700 from \$5,200.

Regarding Capital Improvements, Scott explained that much of the improvement funds to date have been to cover the sponsors share of the airport improvement projects for creating additional hangar area, security, and runway replacement. As a result, we are about five years behind on the pavement maintenance program. Scott proposes \$15,000 for crack filling in 2014 and then systematic seal coating over the subsequent three year period to catch up.

Discussion then turned to wages and the resolution creating a matrix to follow for the airport grounds keeper wages that the county had passed. Scott explained that he was told no wage increases were planned. The consensus of the commission was that the matrix should be followed.

Motion made by Reuterskiold to approve the 2014 Budget as presented with an increase to Wages that would be adjusted upward to the next step in the matrix of the county resolution. Second by Pollina. No further discussion, all voted aye, motion carried.

Discussion and Act on Terms and Condition of Accepting Airport Improvement Program Grants for 2013 Project:

Scott produced the terms and conditions explaining that the "assurances", as they are called, are a requirement for accepting state and federal dollars. Adams County has been under the "assurances" since at least the last time the runway

Adams County Airport Commission
Minutes for the August 12, 2013 Meeting

was replaced in the late 1980's and was renewed at least once since. According to the letter that accompanied the "assurances" it is an update of the 2012 "assurances" and affect how the Bureau of Aeronautics does business with the FAA but should have little effect on the airport owner.

Motion by Bourke to approve the Terms and Conditions (assurances) subject to corporate counsel approval. Second by Pollina. No further discussion, all voted aye, motion carried.

Motion by Pollina, second by Kotlowski to accept the managers' report. All voted aye, motion carried.

Grounds Keeper Report:

Sundsmo reported nothing new to report. He continues to battle weeds and has ordered the paint to renew the parking and taxi-way markings.


Motion by Bourke, Second by Pollina to accept the groundskeepers report. All voted aye, motion carried.

Audience Comments: None

Next meeting set for October 14, 2013 at 7PM at the Welcome Center due to three commission members not being available for a meeting in September.

There being no further business a motion was made by Bourke to adjourn. Second by Kotlowski. All voted aye, motion carried. Meeting was adjourned at 7:57 PM.

Respectfully Submitted,



Michael L. Scott,
Airport Manager

ADAMS COUNTY
BOARD OF ADJUSTMENT
MONTHLY MINUTES:
July 24, 2013

Chairman Bob Beaver called the Adams County Board of Adjustment meeting to order at 9:30 A.M. with the following members present; Tom Feller, Vice-Chair; Cathy Croke, Secretary and Bob Benkowski. Bob Donner was excused. Others present were: Phil McLaughlin, Zoning Administrator and Cathy Allen Recording Secretary. Was this meeting properly announced? Phil McLaughlin stated that it was. Bob Benkowski made a motion to approve the Agenda as noticed. Cathy Croke seconded the motion. All in favor. Motion carried. Public Hearings: Adams Columbia Electric Co-op/Bug Tussel Wireless, LLC – Variance request under Section 3-5.03(C) of the Adams County Comprehensive Zoning Ordinance for an increase in the height restriction to allow construction of a 180' unlighted monopole telecommunications tower in an I-1 Industrial District on property located in the SE ¼, SE ¼, Section 8, Township 16 North, Range 7 East, at 508 Edgewood Avenue, Town of New Chester, Adams County, Wisconsin. Letters were read in support of the request, with no objections from the Town of New Chester. A letter from Wisconsin Agricultural Aviation Association was submitted with concern that the tower would not have a light, which is only required for towers over 225' high. Mike Long and Ray Bildings from Bug Tussel Wireless presented plans to the Board, stating that they have a contract with Adams County in order for the County and local towns to access the use of their facilities for free. Plans are for some new construction of towers and co-locations throughout the County. After some discussion Cathy Croke made a motion to grant the request. Tom Feller seconded the motion. Roll Call Vote: 4 – Yes. Motion carried. Adams Columbia Electric Co-op/Bug Tussel Wireless, LLC – Variance request under Section 3-5.03(C) of the Adams County Comprehensive Zoning Ordinance for an increase in the height restriction to allow construction of a 225' lighted self support telecommunications tower in a PSP-1 Public-Semi Public District(to be rezoned to an I-1 Industrial District) on property located in the SW ¼, SW ¼, Section 16, Township 15 North, Range 6 East, Lot 1 of CSM 509 at 1098 State Road 82, Town of Springville, Adams County, Wisconsin. The Town of Springville had no objections. A letter from Wisconsin Agricultural Aviation Association was submitted with concern as to the location of the tower. Representatives Mike Long and Ray Bildings presented plans for a lighted tower and stated that they would be using an existing driveway. Discussion was held. Bob Benkowski made a motion to grant the request. Cathy Croke seconded the motion. Roll Call Vote: 4 – Yes. Motion carried. Adams Columbia Electric Co-op/Bug Tussel Wireless, LLC – Variance request under Section 11-6.02(B) of the Adams County Shoreland Wetland and Habitat Protection Ordinance for an increase in the height restriction to allow construction of a 175' unlighted monopole telecommunications tower on property located in the SE ¼, SW ¼, Section 17, Township 20 North, Range 6 East, Lot 1 of CSM 325 at 377 State Road 13, Town of Rome, Adams County, Wisconsin. The Town of Rome had no objections. A letter from Wisconsin Agricultural Aviation Association was submitted with concern that the tower would not have a light, which is only required for towers over 225' high. Discussion was held. Bob Benkowski made a motion to grant the request. Cathy Croke seconded the motion. Roll Call Vote: 4 – Yes. Motion carried. Judith H. Keller – Tabled After the Fact Special Exception Permit request under Section 3-3.03 of the Adams County Comprehensive Zoning Ordinance to allow two carports that were constructed without a primary structure present and without permits to remain on property located in the SE ¼, NW ¼, Section 3, Township 18 North, Range 6 East, Tract 40 of Cozy Pines Subdivision at 956 S. Chicago Court, Town of Preston, Adams County, Wisconsin. The Town of Preston did not object to the carports. Current use is recreational. (Camping) Discussion was held regarding carports and log structure under construction to be used for pump house and storage. Bob Benkowski made a motion to deny the two carports, but to allow the log pump building to remain. Bob Beaver seconded the motion. Roll Call Vote: 3 – Yes. 1 – No. (Croke) Motion carried. Dennis W. & Kim M. Ehrhardt – Special Exception permit request under Section 3-3.03 of the Adams County Comprehensive Zoning Ordinance to allow construction of a garage without a primary structure present on property located in the NW ¼, SW ¼, Section 17, Township 18 North, Range 6 East, Lot 11 of CSM 124, Forest Dale Acres at 1197 S. Cree Drive PV, Town of Preston, Adams County, Wisconsin. The Town of Preston did not object. Attorney Eric Pollex, representing Mr. Ehrhardt, submitted plans showing proposed garage, septic system and future house. Mr. Pollex stated that the Town did voice a concern about people getting approval for building accessory buildings and then using them as habitable space, and went on to explain that Mr. Ehrhardt has sold his home, is living in an apartment and would like to build the garage to store belongings and building materials until he starts construction of the home. Discussion was held. Tom Feller made a motion to grant the request. Bob Benkowski seconded the motion. Roll Call Vote: 2 – Yes. 1 – No.(Beaver)

ADAMS COUNTY
BOARD OF ADJUSTMENT
JULY 24, 2013
PAGE #2

Lynne M. & James Hunter, Jr. – Special Exception permit request under Section 3-3.03 of the Adams County Comprehensive Zoning Ordinance to allow construction of a garage without a primary structure present on property located in the SE ¼, NE ¼, Section 3, Township 15 North, Range 6 East, at 912 Fawn Court, Town of Springville, Adams County, Wisconsin. The Town of Springville did not object. Mr. Hunter explained that there is a cabin there, but it does not meet the requirements of a primary structure. He does not want an Agricultural Building Permit because he wants to store non-agriculture related belongings in it and use it for woodworking projects also. Discussion was held. Cathy Croke made a motion to grant the request. Tom Feller seconded the motion. Roll Call Vote: 4 – Yes. Motion carried. Christine M. Lowrey – Variance request under Section 3-2.06 of the Adams County Private Onsite Wastewater Treatment Systems Ordinance to allow the use of a Holding Tank for new construction on property located in the SW ¼, SE ¼, Section 18, Township 18 North, Range 7 East, at 638 State Road 21, Town of Richfield, Adams County, Wisconsin. The Town of Richfield did not object but requested annual pumping reports to the County. The site has had a soil test by Dale Dolata and is acceptable for a mound system. It was noted that there is a cabin on the property with a pit privy. Discussion was held regarding the use of a generator and the high cost for electric service. Bob Beaver made a motion to grant the request. Bob Benkowski seconded the motion. Roll Call Vote: 3 – Yes. 1 – No. (Croke) Chairman Beaver closed the Public Hearing portion of the meeting.

Minutes: Phil McLaughlin presented the Board with the minutes from the June 26, 2013 meeting for their review. Cathy Croke made a motion to approve the minutes as presented. Bob Benkowski seconded the motion. All in favor. Motion carried

Correspondence: None.

The next Board of Adjustment Meeting will be at 9:30 A.M. on August 21, 2013.

Bob Benkowski made a motion to adjourn. Tom Feller seconded the motion. All in favor. Motion carried.

ADJOURNED: 11:39 A.M.

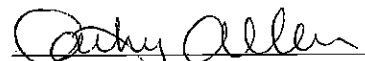
Bob Beaver, Chair

Tom Feller, Vice-Chair

Catherine Croke, Secretary

Robert Benkowski

Bob Donner (Alternate)



Cathy Allen, Recording Secretary

THESE MINUTES HAVE NOT BEEN APPROVED BY THE BOARD.

ADAMS COUNTY BOARD OF SUPERVISORS MEETING MINUTES
Adams County Board Room, July 16, 2013 6:00 p.m.

Meeting was called to order by Acting Chairman Sebastiani at 6:00 p.m.
The meeting was properly announced.
There was a moment of silence followed by the Pledge of Allegiance.

Roll Call of Supervisors: Dist. #01-Glenn Licitar; Dist. #02 Rocky Gilner; Dist. #03-Larry Babcock; Dist. #04-Al Sebastiani; Dist. #05-Jerry Kotlowski; Dist. #06-Dean Morgan; Dist. #07-Joseph Stuchlak; Dist. #08-James Bays; Dist. #09-Patrick Gatterman; Dist. #10-Jake Roseberry; Dist. #11-Robert Eggebrecht; Dist. #12-Heidi Roekle; Dist. #13-Florence Johnson; Dist. #14-Marjorie Edwards; Dist. #16-Bill Miller; Dist. #17-Lori Djumadi; Dist. #19-Terry James; Dist. #20-Paul Pisellini. SAYL student Present: Feldner.
Excused: Dist. #15-Jack Allen; Dist. #18-John West and SAYL student Theisen.

Motioned by Eggebrecht/Roekle to approve the agenda. Motion carried by unanimous voice vote.
Motioned by Licitar/Kotlowski to approve June 18, 2013 minutes. Motion carried by unanimous voice vote.

Public Participation: None

Announcement of Meetings, Report of Supervisors Claims read by the County Clerk, and appoint six (6) Supervisors to approve claims: Johnson, Kotlowski, Licitar, Miller, Morgan and Pisellini.

Claims: None

Correspondence: None

Appointments: None

Unfinished Business: None

Reports and Presentations: Administrative Coordinator/Director of Finance report was submitted in the board packet. Daric Smith gave a report for RIDC. Motioned by James/Djumadi to approve the Town of Rome Ordinance No. 13-03, an ordinance to revise and consolidate, amend, supplement and codify the general ordinances and by laws of the Town of Rome, and the Town of Rome Res. #13-08 amending Chapter 10 Zoning, 10.03 Regulations, 10.13 Business district, 10.21 Regulation of communication towers. Motion carried by unanimous voice vote.

Closed Session: Motioned by Djumadi/Roekle at 6:10 p.m. to go into closed session. The Board may consider a motion to convene in closed session pursuant to Wis. Stats. § 19.85(1)(f), considering social or personal histories of specific persons, which, if discussed in public would be likely to have a substantial adverse effect upon the reputation of any person referred to in such histories, to wit: to discuss issues surrounding an employee matter. Motion carried by roll call vote, 18 yes, 2 excused. Excused, Allen and West.

Open Session: Motioned by Roekle/Djumadi at 6:53 p.m. to reconvene to open session. The Board will reconvene in open session per Wis. Stats. § 19.85(2), to consider and vote, if applicable, on appropriate matters relating to the issues discussed in closed session. Motion carried by roll call vote, 18 yes, 2 excused. Excused, Allen and West.

Resolutions:

Res. #55: Motioned by Kotlowski/Djumadi to adopt Res. #55 to sell county advertised foreclosure property 12-1991, 12-1992, 12-125-10. Motion carried by roll call vote, 18 yes, 2 excused. Excused, Allen and West. (SAYL students 1 yes, Feldner. Excused, Theisen. (non-binding vote)).

Res. #56: Motioned by James/Edwards to adopt Res. #56 to adopt the Adams County Emergency Response Plan. Motion carried by roll call vote, 18 yes, 2 excused. Excused, Allen and West. (SAYL students 1 yes, Feldner. Excused, Theisen. (non-binding vote)).

Res. #57: Motioned by Licitar/Johnson to adopt Res. #57 to approve out-of-state travel for Donald Genrich, UW-Extension Agriculture and Natural Resources Agent. Motion carried by roll call vote, 18 yes, 2 excused. Excused, Allen and West. (SAYL students 1 yes, Feldner. Excused, Theisen. (non-binding vote)).

Res. #58: Motioned by Pisellini/Roekle to adopt Res. #58 to recognize Jill Helgeson for her 25 years of service to Adams County, with the last 15 years as the Elderly Benefits Specialist in the Aging unit for the Health and Human Services Department. Motion carried by roll call vote, 18 yes, 2 excused. Excused, Allen and West. (SAYL students 1 yes, Feldner. Excused, Theisen. (non-binding vote)).

Recess: Motioned by Eggebrecht/Djumadi to recess at 7:03 p.m. Motion carried by unanimous voice vote.

Reconvene: Meeting called back to order by Chairman Sebastiani at 7:11 p.m. 18 present, 2 excused. Excused, Allen and West. (SAYL students 1 yes, Feldner. Excused, Theisen. (non-binding vote)).

Res. #59: Motioned by Eggebrecht/James to adopt Res. #59 to appoint Mr. Kenneth M. Wagner to the position of Corporation Counsel for Adams County at an annual salary of \$78,000. Motion carried by roll call vote, 15 yes, 3 no, 2 excused. Voting no, Miller, Roseberry, Stuchlak. Excused, Allen and West. (SAYL students 1 yes, Feldner. Excused, Theisen. (non-binding vote)).

Res. #60: Motioned by Roekle/Licitar to adopt Res. #60 to appoint to authorize the Administrative Coordinator/Director of Finance to apply for a grant from the WDNR Lake Management Grant Fund for the purpose of completing the printing, preparation and distribution of 1300 waterfront property owners informational packets. Motion carried by roll call vote, 17 yes, 1 no, 2 excused. Voting no, Roseberry. Excused, Allen and West. (SAYL students 1 yes, Feldner. Excused, Theisen. (non-binding vote)).

Res. #61: Motioned by Johnson/Djumadi to adopt Res. #61 to approve the commercial lease agreement (attached) between Adams County and the Village of Friendship for the storage of the Emergency Management mobile command trailer. Motioned by James/Djumadi to amend Fiscal Note by striking "~~with a carryover to 2014~~". Motion to amend Res. #61 carried by roll call vote, 18 yes, 2 excused. Excused, Allen and West. (SAYL students 1 yes, Feldner. Excused, Theisen. (non-binding vote)). Motion to adopt amended Res. #61 carried by roll call vote, 18 yes, 2 excused. Excused, Allen and West. (SAYL students 1 yes, Feldner. Excused, Theisen. (non-binding vote)).

Ordinances:

Ord. #08: Motioned by Stuchlak/Johnson to enact Ord. #08 to rezone an A1-15 Exclusive Agriculture District to an A3 Secondary Agriculture District; Property located in the SE ¼, NW ¼, Section 11, Township 14 North, Range 6 East, Town of Dell Prairie, Adams County, Wisconsin. Motion to enact Ord. #8 carried by roll call vote, 18 yes, 2 excused. Excused, Allen and West. (SAYL students 1 yes, Feldner. Excused, Theisen. (non-binding vote)).

Ord. #09: Motioned by Stuchlak/Roekle to enact Ord. #09 to rezone a Recreational/Residential District to a General Purpose District; Property located in the W ½, NW ¼, Section 8, Township 14 North, Range 6 East, Lots 1-2, Block 2, Plat of Plainville at 3716 State Road 13, Town of Dell Prairie, Adams County, Wisconsin. Motion to enact Ord. #9 carried by roll call vote, 18 yes, 2 excused. Excused, Allen and West. (SAYL students 1 yes, Feldner. Excused, Theisen. (non-binding vote)).

Ord. #10: Motioned by James/Johnson to enact Ord. #10 amending the Adams County Private Onsite Waste Treatment Systems Ordinance. Motioned by Johnson/Roekle to amend Ord. #10; line 26 adding to end of sentence "until Oct 31 of the year the serving event is scheduled and;". Motion to amend Ord. 10 carried by roll call vote, 18 yes, 2 excused. Excused; Allen and West. (SAYL students 1 yes, Feldner. Excused, Theisen. (non-binding vote)). Motion to enact amended Ord. #10 carried by roll call vote, 17 yes, 1 no, 2 excused. Voting no, Eggebrecht. Excused, Allen and West. (SAYL students 1 yes, Feldner.

Excused, Theisen. (non-binding vote)).

Denials: None

Petition: None

Motioned by Roekle/Johnson to approve claims. Motion carried by unanimous voice vote.

Motioned by Djumadi/Edwards to approve per diem and mileage. Motion carried by unanimous voice vote.

Motioned by Johnson/Roekle to have the County Clerk correct any and all errors and to read back at the next meeting if so requested. Motion carried by unanimous voice vote.

Set next regular meeting date: August 20th, 2013 at 6:00 p.m.

Motioned by Roekle/Djumadi to adjourn the meeting at 7:35 p.m. Motion carried by unanimous voice vote.

Respectfully submitted,



Cindy Phillippi

Adams County Clerk

These minutes have not been approved.

Executive Committee Meeting
Wednesday, June 19, 2013 8:15 a.m.
Conference Room A-260
MINUTES

The meeting was called to Order by John West, Committee Chair at 8:17 a.m. The meeting was properly announced.

Members Present: Jack Allen, Larry Babcock, Florence Johnson, Al Sebastiani, John West
Also Present: Mindy Dale, Trena Larson, Marcia Kaye.

Sebastiani made a motion, seconded by Allen, to Approve the Agenda. MCVV

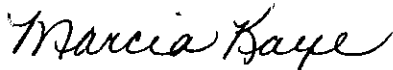
Motion by Sebastiani, seconded by Babcock at 8:26 a.m., for the Committee to convene in closed session per Wis. Stats. §19.85(1)(c) for purposes of considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility. Conduct interviews for the Corporation Counsel position. Motion carried by voice vote.

Supervisor Sebastiani left the meeting at 11:47 a.m.

Motion by Allen, seconded by Babcock, at 1:05 p.m. for the Committee to reconvene in open session per Wis. Stats. §19.85(2), to consider and vote on appropriate matters. Motion carried by voice vote. Sebastiani was excused.

Next meeting was scheduled for Monday, June 24, at 8:00 a.m. to conduct second interviews with the top two candidates.

Motion by Babcock, seconded by Allen to Adjourn at 1:15 p.m. Motion carried by voice vote, Sebastiani was excused.



Marcia Kaye
Acting Recording Secretary

THESE MINUTES HAVE BEEN APPROVED BY THE EXECUTIVE COMMITTEE

**Executive Committee Meeting
Wednesday, June 24, 2013 8:00 a.m.
County Board Room
MINUTES**

The meeting was called to Order by John West, Committee Chair at 8:00 a.m. The meeting was properly announced.

Members Present: Jack Allen, Larry Babcock, Florence Johnson, Al Sebastiani, John West,
Also Present: Supervisor Glen Licitar (arrived 8:12), Mindy Dale, Trena Larson, Marcia Kaye, Diane Cable, Phil McLaughlin (arrived 8:14).

Sebastiani made a motion, seconded by Allen, to Approve the Agenda. MCVV

Motion by Allen, seconded by Sebastiani at 8:03 a.m., for the Committee to convene in closed session per Wis. Stats. §19.85(1)(c) for purposes of considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility. Conduct interviews for the Corporation Counsel position. Motion carried by voice vote.

Supervisor West left the meeting at 10:40 a.m.

Motion by Babcock, seconded by Johnson, at 11:12 a.m. for the Committee to reconvene in open session per Wis. Stats. §19.85(2), to consider and vote on appropriate matters. Motion carried by voice vote. West was excused.

Motion by Allen, seconded by Johnson to Adjourn at 11:13 a.m. Motion carried by voice vote, Sebastiani was excused.



Marcia Kaye
Acting Recording Secretary

THESE MINUTES HAVE BEEN APPROVED BY THE EXECUTIVE COMMITTEE

**Executive Committee Meeting
July 9, 2013 – 8:00 a.m. - Conference Room A-260**

Minutes

John West, Chair, called the meeting to order at 8:03 a.m. The meeting was properly announced.

Committee members present: John West, Al Sebastiani, Larry Babcock, Florence Johnson, and Jack Allen.

Others present: Trena Larson, Administrative Coordinator/Director of Finance; Attorney Mindy Dale, acting for Corporation Counsel; Marcia Kaye, Personnel Director; Diane Heider, Legal Assistant, Recording Secretary; Sam Wollin; and Cindy Phillippi

There was no new Correspondence.

Motion by Sebastiani, seconded by Johnson, to approve the Agenda. Motion carried by unanimous vote.

Motion by Allen seconded by Babcock, to approve Minutes of the Executive Committee Meetings held June 11, 2013; June 19, 2013; June 24, 2013; and April 3, 2013 Amended Executive Committee Minutes.. Motion carried by unanimous vote.

Discussion was held on a Resolution to recommend a Corporation Counsel candidate for appointment by the County Board. **Motion by Allen, seconded by Babcock, to approve the Resolution to Approve the Appointment of Kenneth M. Wagner as Corporation Counsel and forward to the County Board. Motion carried by unanimous vote.**

Motion by Sebastiani, seconded by Allen at 8:07 a.m., to convene in closed session per Wis. Stats. §19.85(1)(e) for purposes of deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session. Discuss and/or act on pending WPPA Local 355 negotiations. Motion carried by unanimous vote.

The Committee reconvened at 8:11 a.m. in open session per Wis. Stats. §19.85(2), to consider and vote on appropriate matters. No motions were made post-closed session.

Discussion was held regarding the process for updating the Personnel and General Administrative Policies. **Motion by Allen, seconded by Babcock that the Personnel and General Administrative Policies updating project be sent to the Transition Committee for revision with the assistance of the law firm of Phillips & Borowski. West requested Phillippi to contact Wisconsin County Mutual to see if the work will still be covered under the previous “BRB” claim. Motion carried by unanimous vote.**

Trena Larson, Administrative Coordinator/Director of Finance, gave her monthly report.

- Larson discussed the challenges of interpreting PGAP ch. 8, §23.03, as an example of the importance and the impact of implementing PGAP in daily operations.
- Larson is working on Land & Water Conservation Department challenges.
- Larson and Kaye are working on the WIPFLI wage study. In coordination with WIPFLI the remaining positions have been slotted into the pay grade scale. Larson is impressed with Department Head participation. It's an intensive, time consuming process and Kaye's assistance is remarkable.
- The next focus of AC/DOF is the 2014 budget process.
- Cross-training of AC/DOF employees is making good progress. Two employees are fully trained in payroll. Cross-training creates substantial operational challenges, as it ties up two workers.
- In reply to Jack Allen's inquiry, Trena stated that the Big Roche-a-Cri project is progressing well.
- At a meeting held in June, the Department Heads developed a statement on Personal Time Off which Larson read aloud to the Executive Committee. Department Heads are looking for Executive Committee feedback. West requested that this item be placed on the August Executive Committee agenda. Trena will email the statement to all department heads for their information.

The **Corporation Counsel** Department report was given by Diane Heider, Legal Assistant. Attorney Mindy Dale reported on replying to an open records request by our local newspaper.

Marcia Kaye, Personnel Director, presented a handout and discussed Personnel Department operations. Regarding the WIPFLI study, all employees, their present position and current wage were slotted into a compa ratio spreadsheet where the current wage is compared to the recommended wage scale. Kaye will address several concerns when the WIPFLI contact returns to the office after July 22nd. A step system needs to be set up, as their plan is based on a pay for performance system. In reply to West's inquiry, Kaye hoped that the WIPFLI project will go to the Executive Committee next month, depending on the WIPFLI representative's availability. Sebastiani wondered the status of filling open positions, and Kaye described the challenges of finding suitable candidates.

Motion by Allen, seconded by Babcock, to approve vouchers. Motion carried by unanimous vote.

The next meeting is set for: August 7, 2013 at 8:00 a.m.

Action items for next meeting: (1) Closed session regarding WPPA Sheriff's Local 355 Negotiations; and (2) Discuss Department Head concerns regarding the County employee benefit package.

Motion by Sebastiani, seconded by Allen, at 9:00 a.m. to adjourn the meeting. Motion carried by unanimous vote.

Respectfully submitted,



Diane Heider

Recording Secretary

**Adams County Health & Human Services and
Veterans Service Board Meeting Minutes
Health & Human Services Building – July 19, 2013**

The Adams County Health & Human Services and Veterans Service Board meeting was called to order by Chairperson Djumadi at 9:00 a.m.

Roll Call of Board Members: Lori Djumadi, Paul Pisellini, Fran Dehmlow, Dr. Mark Hatton, Heidi Roekle, Deb Johnson-Shuh, Teresa Harvey-Beversdorf, Rocky Gilner. Absent excused: Jack Allen.

Health & Human Services Staff: Diane Cable, Wendy Pierce, Kelly Oleson, Cindi Flynn, Donna Richards, Sarah Grosshuesch. Absent excused: Sherrie Manning, Julie Edmundson, and Diane Osborn.

Veterans Services Staff: Dave Guerin

Motion was made by Roekle / Pisellini to approve Agenda in compliance with Open Meetings Law. Motion carried by UVV.

Motion was made by Roekle / Dr. Hatton to approve the June 14, 2013 minutes as submitted. Motion carried by UVV.

New Business – none

Public Comment – none

Correspondence – none

Announcements - none

Veterans Service

Review and approved June Veterans Service vouchers and financial report. A brief discussion was had and a motion was made to approve the June Veterans Services Vouchers and Financial Report by Roekle / Beversdorf. Motion was carried by UVV.

Veterans Service Officer's report. Dave explained to the committee how the new State Budget will positively affect the veterans he works with. For example, he is excited to see that the tax rebate has been extended to the surviving spouse. He also explained to the board that in his 11 years of working as the Veterans Officer that the State/Federal Government is always changing which can make it hard to keep up to date on all the changes that can take place during a given

year. At the close of Dave's report he updated the committee on how the state is trying to keep up on claims. Hopefully the state will be caught up in 6-9months.

Health & Human Services

Review and approve June Health & Human Services vouchers and financial report. No discussion was had and a motion was made to approve the June Health & Human Services vouchers and financial report by Dr. Hatton / Roekle. Motion was carried by UVV.

Director's Report by Diane Cable. Diane briefly updated the committee on the Program and Project Updates. Diane also explained to the committee about our safety concerns for the cabinet that surrounds our TV in the RCH room. When the doors are open they are at the correct height to injure someone's eye or worse. The decision was made to just remove the doors at this time. A Summary of the 2013-2015 State Biennial Budget handouts were given to all committee members. Diane pointed out to the committee some of the areas that will have decreases especially in the child/family areas. Diane also asked the committee to consider changing the monthly meeting dates due to conflicting state meeting that she has every month at this time. Also, at this time Diane requested from the committee their thoughts on having direct deposit account set up for payments. Concerns of this type of account have also been brought to the attention of the Admin & Finance Committee. After some discussion a motion was made to have the account set up with the understanding that the debit part of the account will be removed and to only have this account as credit only. The motion was made by Roekle / Dr. Hatton. Motion was carried by UVV.

Public Health – A brief discussion was held and a presentation was given by Sarah Grosshuesch on the approval of the Adams County Community Needs Assessment. A motion was made to accept the Adams County Community Needs Assessment by Roekle / Pisellini. Motion was carried by UVV.

ADRC Presentation – A presentation was given by Donna Richards on the operations of the Aging and Disability Resource Center.

ADRC – Personnel – A brief discussion was held on the job description changes for the Transportation Coordinator position. A motion was made to accept the new job description for the Transportation Coordinator by Pisellini / Beversdorf. Motion was carried by UVV.

Recess - A motion was made to take a 5 minute recess by Roekle / Pisellini. Motion was carried by UVV at 10:25 am.

Meeting was brought back to order by Chairperson Djumadi at 10:30 am.

Health & Human Services Board Meeting Minutes – July 19, 2013

Economic Support Services – Personnel – A discussion was held and a motion was made to approve the Economic Support Services vacancy position by Dr. Hatton / Roekle. Motion carried by UVV.

Mental Health Clinic – Personnel – A brief discussion was held and a motion was made to approve to fill the Mental Health Intake Coordinator position by Roekle / Gilner. Motion carried by UVV.

Children and Family Services – Program Update – Kelly Oleson gave a presentation on the impact of the implementation of the CPS Ongoing Standards.

Administration – Discussion was held on the process to assess the HHS Building space needs. Diane explained to the committee that we have 48 offices and 59 staff at present time. A motion was made for this issue to be brought to the next Property Committee meeting with the understanding for them to come up with a long term fix, keeping the future needs of this building/staff in the solution. This motion was made by Roekle / Pisellini. Motion carried by UVV.

Administration – A brief update was given by Diane to the committee about the cleaning contract for the HHSD building. Properties Committee has decided to give the contract a 90 day extension with the understanding the Properties Committee will be overseeing the contract.

Administration – An update was given on the Umbrella Statute/County Collaborative. Diane Cable informed the committee that she will be providing them with a packet at the next meeting and if the committee is interested she can set up a presentation for the committee.

Administration – 2013-2015 State Biennial Budget Summary was handed out to all committee members to review.

Administration –Public Hearing – A discussion was held about the date for the annual Public Hearing for Health and Human Services and Aging. A motion was made to have the HHS Public Hearing on Monday, August 12, 2013 at 5:30 pm with the meeting being located at the Community Center. The HHS Committee Meeting will then meet on Wednesday, August 14, 2013 at 9:00am with the meeting being located at the Community Center. The Aging Public Hearing will be held at 11:00am on Wednesday, August 14, 2013 also being held at the Community Center. This motion was made by Roekle / Beversdorf. The motion carried by UVV.

Health & Human Services Board Meeting Minutes – July 19, 2013

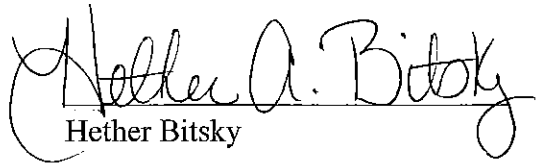
Next Regular Meeting Date – August 14, 2013 @ 9:00 a.m. (Community Center)

Motion to adjourn at 11:15 AM by Roekle / Beversdorf. Motion carried by UVV.

These minutes have not yet been approved by the committee.

Minutes respectfully submitted by Hether Bitsky.

Lori Djumadi – Chairperson


Hether Bitsky

ADAMS COUNTY HIGHWAY DEPARTMENT COMMITTEE

**THURSDAY, JULY 11, 2013 AT 9:00 A.M.
HIGHWAY DEPARTMENT CONFERENCE ROOM
1342 COUNTY ROAD "F", ADAMS, WI**

MEMBERS PRESENT: Larry Babcock, Chairperson
Dean Morgan, Vice-Chairperson
Florence Johnson
Patrick Gatterman
James Bays

OTHERS PRESENT: Patrick Kotlowski ~ Highway Commissioner, Tom Croke,
Laverne Fisher and Barbara Morgan.

CALL MEETING TO ORDER: The Meeting of the Adams County Highway Department Committee was called to order by Chairperson – Larry Babcock at 9:00 A.M., on Thursday, July 11, 2013.

WAS THE MEETING PROPERLY ANNOUNCED? YES

ROLL CALL: BABCOCK, JOHNSON, GATTERMAN, MORGAN AND BAYS.
ALL MEMBERS PRESENT.

APPROVAL OF AGENDA: *Motion by Bays to approve the Agenda as presented, second by Gatterman. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.*

APPROVAL OF MINUTES OF LAST MEETING (JUNE 13, 2013): *Motion by Morgan to approve the Minutes as printed of the Adams County Highway Department Committee Meeting for June 13, 2013 Regular Monthly Meeting, second by Johnson. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.*

PUBLIC PARTICIPATION ON AGENDA ITEMS: Public participation was requested for the following Agenda items:

- County Road P Reconstruction ~ Citizen Concerns
- County Road E ~ Request to reduce speed limits

CORRE INC.: NO DISCUSSION, CORRE INC. WAS NOT ABLE TO ATTEND MEETING.

COUNTY ROAD P RECONSTRUCTION ~ CITIZEN CONCERN: Lavern Fisher was present to discuss concerns in reference to the poor road condition on County Road P. Highway Committee discussed funding sources and instructed the Highway Commissioner to meet with Admin & Finance to discuss bonding. When information is compiled reference bonding, which includes checking with Ahlers, this information will be brought back to Highway Committee.

COUNTY ROAD E ~ REQUEST TO REDUCE SPEED LIMITS: Tom Croke, Chairperson for the Town of New Chester was present to request reducing speed limits on County Road E. *Motion by Morgan to reduce the speed limit to 25 MPH on County Road E from just east of County Road B to just west of 6th Avenue and to send a request to Highway Safety Committee for their recommendation for reducing the speed limit to 45 MPH on County Road E, between 4th and 6th Avenues, second by Bays. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.*

**ADAMS COUNTY HIGHWAY DEPARTMENT COMMITTEE MEETING
JULY 11, 2013 ~ 9:00 A.M.**

STATE ROAD 82 ROAD CONDITION ~ LETTER OF CONCERN: *Motion by Bays to send a letter to Wisconsin Department of Transportation, Secretary ~ Mark Gottlieb concerning the State Road 82 poor road condition, second by Gatterman. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.* (Copy of letter attached to minutes)

EQUIPMENT PURCHASES & DISPOSALS: *Motion by Gatterman to dispose of the following items at the On-Line Auction: #149 truck w/attachments / #3 pickup / #77 Disk / Portable Scale / Time Clocks / Traffic Counters and to advertise to purchase a ¾ ton pickup truck, second by Bays. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.*

2014 HIGHWAY BUDGET: Highway Commissioner informed the Committee that the 2014 Highway Budget will be presented to the Committee at the August 2013 Meeting as it will be presented to the ACDOF on 8/23/13. Discussed with Highway Committee road construction projects, maintenance projects and equipment purchases.

REPORT ON HIGHWAY DEPARTMENT OPERATIONS:

- Mowing on County and State
- Installed Culverts for State and Town of Big Flats
- Painting / Centerlining in progress
- Seal Coating in Wood County
- Transition Committee Meeting
- 2014 State Road 21 will be reconstructed from State Road 13 east to the concrete
- New truck issues / not to specs / company making corrections

FINANCIAL REPORT: *Motion by Morgan to approve the June 2013 Financial Report as audited, second by Johnson. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.*

VOUCHERS: The Highway Department monthly check summary report was presented to the Committee for review. Committee members reviewed the July 8, 2013, Monthly Check Summary Report that is provided to the Highway Committee by the Administrator Coordinator / Director of Finance Department. *Motion by Bays to approve the Monthly Check Summary report as presented, second by Babcock. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.*

IDENTIFY POSSIBLE UPCOMING AGENDA ITEMS:

- 2014 Highway Budget
- Ordinance to Reduce Speed Limit on County Road E

SET NEXT MEETING DATE AND ADJOURN: *Motion by Bays, second by Johnson, to adjourn until the next scheduled meeting for the Highway Department on, Thursday, August 8, 2013 at 9:00 A.M. at the Highway Department. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.*

Meeting adjourned at 12:30 P.M.

Respectfully submitted,

Patrick Kotlowski, Recording Secretary

THESE MINUTES HAVE NOT BEEN APPROVED BY THE COMMITTEE

Land and Water Conservation Committee Meeting Minutes

The meeting was called to order by Chairman Sebastiani June 18, 2013 at 4:00 p.m. The meeting was properly announced.

Present: Sebastiani, James, Licitar, Roekle, Stuchlak, Bork, Morgan, Mindy Dale and Larson.

Motioned by Roekle seconded by Morgan to approve the agenda. Motion carried by unanimous voice vote.

Motioned by Roekle, seconded by Morgan to go into closed session pursuant to Wis. Stat. § 19.85(1)(g) for conferring with legal counsel who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved.

The committee reconvened in open session per Wis. Stat. § 19.85(2) to consider and vote if applicable, on appropriate matters relating to the issues in closed session.

Motioned by Morgan, seconded by Roekle after consultation and authorization of appropriate parties for Ms. Larson to obtain signage for dams on behalf of committee. Motion carried by unanimous voice vote.

Motioned by Morgan, seconded by Roekle to return/sell buoys removed from the Tri-Lakes. Motion carried by unanimous voice vote.

Motioned by James, seconded by Stuchlak to go into closed session pursuant to Wis. Stat. § 19.85(1)(c) for the purposes of considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility and under Wis. Stat. § 19.85(1)(f) for the preliminary consideration of specific personnel problems or the investigation of charges against specific persons except where paragraph (b) applies which, if discussed in public, would be likely to have a substantial adverse effect upon the reputation of any persons referred to in such histories or data, or involved in such problems or investigations. Motion carried by unanimous voice vote.

The committee reconvened in open session per Wis. Stat. § 19.85(2) to consider and vote if applicable, on appropriate matters relating to the issues in closed session.

Motion by Roekle, seconded by James to direct Chris Murphy prioritize item #8 on the list of transitional duties, to attend the permit appeal hearing on 06/27, and not to attend Stream Monitoring training in effort to minimize his contact with staff. Motion carried by unanimous voice vote.

Next meeting date set for July 8, 2013 at 1:00 p.m.

Motioned by Stuchlak, seconded by James to adjourn at 4:35 p.m. Motion carried by unanimous voice vote.

Respectfully submitted,

Trena Larson
Recording Secretary

These minutes have not yet been approved.

LAND & WATER CONSERVATION COMMITTEE MEETING MINUTES

Approved

July 8, 2013 at 1:00 p.m. Courthouse Conference Room: A231

Sebastiani called the meeting to order at 1:00p.m.

Roll call showed all present: Committee Members: Chair, Al Sebastiani, Vice Chair, Glenn Licitar, Joe Stuchlak, Terry James, Heidi Roekle, Kevin Bork, Barb Morgan, and acting Department Head/Director of Finance, Trena Larson. Land and Water Employees; Chuck Sibilsky, Resource Conservationist, Reesa Evans, Lake Specialist, Recording Secretary, Michelle Harrison.

Harrison stated that the meeting was properly announced.

Motion by Roekle/Morgan to approve the agenda. Stuchlak asked to amend the agenda and move item 12 to the 9th position. Motion made by Roekle/Morgan to approve the amended agenda. Motion carried.

Motion made by Licitar/Roekle to approve the minutes for June 10, 2013. Motion carried.

Public participation as we go.

Wildlife Abatement and Claims report and possible action. None

NRCS report and possible action. Komiskey reported that the CRP deadlines have closed and now they are ranking the requests.

WDNR report and possible action. None

Discuss and possible action on L&WC Department report. Reports were given in the committee's packets. James asked if there were any concerns with the Leola Drainage District, Evans stated that she will be going there to inventory the areas. James asked that she shares the report at the next meeting.

Larson spoke about the Arrowhead Dam Inspection Report that was just received. James and Stuchlak requested to receive a copy of the report.

Central Wisconsin Windshed Partners report and possible action. None

Golden Sands Resource Conservation and Development report and possible action. Stuchlak stated that he would be attending the next meeting on July 18, 2013.

USDA Farm Services Agency report. None

Financial report. Have not received the report, will have for next meeting.

Discuss and/or act upon the recommendation from the animal waste advisory group. The group brought forth a recommendation *to create a moratorium until January 1, 2016 pending the outcome of the UW-Extension research, on any liquid manure irrigation in Adams County. The moratorium should include an appeals process similar to an Annual Conditional Use permit as well as the allowance for emergency action upon County approval.* Discussion took place about how long a moratorium can be in effect for. It was thought that it could only take place for a year with extensions after that. It was also stated that this process needs to go through corporation counsel and that a public hearing needs to take place in order for a moratorium to be issued. It was discussed that the current animal waste advisory group could be the group of first listeners (similar to a planning commission group) then the decision is finalized by the Land and Water Committee. It was also brought up that the language, property boundary's, in the current ordinance needs to be better defined.

Bork/James made a motion to create a moratorium for one year with six month extensions pending the outcome of the UW-Extension research, on any liquid manure irrigation in Adams County. Roll call showed all yes's. Motion carried.

Discuss and/or act on Camelot Dam repairs. Larson spoke about the rough estimates that we received from Brennan Ayres & Associates in regards to fixing the gate at Camelot Dam. If we wait for the water to reach the level of 1011.2, which could take as long as September for the water to go down, the cost will be around \$20,000 to

\$25,000, if we chose to fix it right away it would need a 24 inch bulk head and a crane the cost would double to \$40,000 to \$45,000. Discussion took place.

James/Stuchlak made a motion for Brennan to move forward when the water level decreases to fix the Camelot Dam repairs per the recommendation by Ayres & Associates.

Discuss and/or act on requesting an extension on LWRM plan. Larson stated that she spoke with Fred from North Central Wisconsin Regional Planning Commission/NCWRPC and received a draft of the LWRM plan. Larson also received a call from DATCP asking if we would need an extension for the plan. Larson stated that she recommends that we apply for the extension due to the fact that according to Fred we have not meet the criteria needed for public participation through all five of our watershed groups. Discussion occurred. It was also mentioned that we should wait to complete this 5 year plan so that the new County Conservationist could also take part in this plan.

Motion made by James/Licitar to file for an extension for LWRMP to include having the current draft being reviewed by DATCP. Roll call showed all yes's except for Stuchlak no. Motion carried.

Discuss and/or act on Application for Wisconsin Department of Natural Resources educational lake management planning grant. Evans explained that the first grant was not able to cover the costs of all the packets for the lakefront owners due to the increase costs of printing and copies. This second grant is needed to fulfill all requests from the lakefront owners/associations.

Motion made by James/Roekle to authorize the application for the Wisconsin Department of Natural Resources educational lake management planning grant. Motion carried.

Discuss and/or act on the filling of the County Conservationist position on a regular or interim basis.

It was stated that the transitional committee has not met yet – they will be meeting on July 16, 2013. More will be determined after that meeting. Until then Larson asked if we could seek some technical assistance to help Chuck out in the office.

Motion made by James/Licitar to allow Trena and staff to find an hourly service for 3 to 6 months to assist with the technical projects at their discretion. Motion carried.

Communications.

Two letters were received; one from Adams County Farm Bureau, stating that after extensive discussion the group is supportive of combining the county land conservationist position with the county planning and zoning position if there is a clear description and vision of the new position.

The second letter received from Kay Olson-Martz asking to appoint a new facilitator for the Animal Waste Advisory Group in place of Chris Murphy. This item was tabled for August's meeting.

Motion made by James/Stuchlak to take a 5 min recess at 2:55p.m. Motion carried.

Chair Sebastiani called the meeting back to order at 3:03p.m.

Discuss and possible action for buoys on the Tri-Lakes.

Motion made by James/Stuchlak at 3:04 p.m. to move into closed session under Wis. Stat. § 19.85(1)(g) for conferring with legal counsel who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved. Motion carried.

Motion made by Stuchlak/Roekle at 3:28p.m. to return to open session to take any action as necessary and appropriate on the closed session item and address the remaining agenda items. No action taken.

Items for next month's Land & Water Conservation Committee meeting: Discuss and/or act on a letter received from Kay Olson-Martz in regards to the request of appointing a new facilitator for the animal waste advisory group.

Next meeting date: August 12th, 2013 at 1:00p.m. *Motion by Roekle/Morgan to adjourn at 3:42p.m. Motion carried.*

Respectfully submitted, Michelle Harrison

LAND & WATER CONSERVATION COMMITTEE MEETING MINUTES

Approved

July 16, 2013 at 5:00 p.m. Courthouse Conference Room: A231

Sebastiani called the meeting to order at 5:00p.m.

Roll call showed all present: Committee Members: Chair, Al Sebastiani, Vice Chair, Glenn Licitar, Joe Stuchlak, Terry James, Heidi Roekle, Barb Morgan, and acting Department Head/Director of Finance, Trena Larson. Kevin Bork absent.

Larson stated that the meeting was properly announced.

Motion by James/Roekle to approve the agenda.

Discuss and/or act on application permit for regulatory buoys on the Tri-Lakes. Discussion of vortex and buoys took place. Pete from Ayres spoke about adjusting the gates so no vortex existed. Committee agreed that a meeting should take place with Joe Behlen, Terry James, Pete Haug and Will Stites to discuss a solution of eliminating the vortex so signage and buoys are not needed. *Motion made by Roekle/Morgan to take no action. Motion carried.*

Discuss and/or act on Camelot Dam final estimate for repairs. Committee reviewed bid from Brennan for \$50,105.50.

Items for next month's Land & Water Conservation Committee meeting: Discuss and/or act on hiring County Conservationist

Motion by Roekle/Licitar to adjourn at 5:45p.m. Motion carried.

**Adams County Library
Board Minutes
06-24-13**

The meeting was called to order by President Nelson at 1:00 p.m. Present were Nelson, Challoner, Kreten, Heideman, Townsend, Gilner and Director Wavrunek. Member Fugate was excused.

President Nelson verified that the meeting was properly announced.

Motion to approve the agenda was made by Heideman, 2nd by Kreten. **Motion carried.**

Public input was invited. No one from the public was present.

Recommended Actions: minutes, bills and financial report:

Motion to approve the May minutes and Long Term Planning meeting minutes was made by Townsend and 2nd by Heideman. **Motion carried.**

Motion to approve the financial report was made by Challoner, 2nd by Heideman. **Motion carried.**

Recent bills were distributed for initialing & reviewing. There was no discussion.

Communications and Reports:

There were no communications or reports.

South Central Library System report:

The SCLS Delivery Manager has resigned to take a new position starting July 1, 2013. There was discussion regarding delivery costs and housing for their delivery offices. The Auditors report was good and SCLS will formalize some of their investment policies for the future.

Director's Report:

- A. Wavrunek reported that library circulation year to date was up about 17% last month.
- B. Amazon book sales have been going well. We now have Sandy, an Experience Works worker who might be able to take over the sales. Extra money in Experience Works budget so worker hours will be increased to 35 hours per week for July instead of 21 hours. Money collection is good.
- C. The library will be having a staff meeting in July or August as previous one was postponed.
- D. Reminder: the library brat fry is July 19th at IGA.
- E. Computers will be updated as of the end of 2013 with monies donated.
- F. Shelving options were discussed.
- G. Funding for the new Youth Services position from the school's Promise grant (looks promising) and should be decided by the end of the year.

Budget Report:

The Administrative Counsel of SCLS met to discuss what would be talked about in the All Director's meeting in July. Delivery costs are to be discussed. Delivery costs for our library will be going up as the cost is based on increased circulation numbers.

SCLS has negotiated a better lease agreement for the building that houses all of the delivery material.

SCLS is not getting as much funding from the State for Overdrive (downloadable books) so our library portion of the cost will be going up. Overdrive will have a spot on its website where donations for purchase of new books can be made.

Focus Group Review:

Director Wavrunek reported the Focus group meeting went well. Patrons attending are happy with the library and the services it provides. Future goals for the library depend on funding and budgets are being decreased. Realistically our first goal would be filling the Youth Services position. Creating an area for this person would cost some extra money.

It was indicated that increased library hours would be a plus but if funding continues to decrease, hours would probably have to be shortened not increased. Patrons have indicated that they would like an increase in new books, DVD's and CD's, but this is hard as funding is being decreased and fees increased. Goals are for 5 to 10 years out and hopefully the economy will turn around by then. Director will come up with a list of 5 year and 10 year goals for the library based on information from the Focus Group meeting. The Library Board will review them.

Book Sale Update:

August 3rd is the Book and Bake sale at the library. The book sale will be in the small room by the Extension office. We need food donations for the bake sale. A signup sheet will be put up for pies, etc.

Identify possible upcoming items for future meetings:

- A. New computer update
- B. Report on brat fry
- C. Director evaluation
- D. Budget items
- E. Long term goals
- F. Landscaping options

The next Library Board meeting will be at the Adams County Library on July 22, 2013 at 1:00 p.m.

The meeting was adjourned at 1:45 p.m.

Respectfully submitted:



Kathleen Challoner, Secretary

**Adams County Library
Board Minutes
07-22-13**

The meeting was called to order by Secretary Challoner at 1:15 p.m. Present were Challoner, Kreten, Townsend, Gilner and Director Wavrunek. Members Nelson and Heideman was an excused absence. Fugate was an unexcused absence.

Secretary Challoner verified that the meeting was properly announced.

Motion to approve the agenda was made by Townsend, 2nd by Gilner. **Motion carried.**

Public input was invited. No one from the public was present.

Recommended Actions: minutes, bills and financial report:

Motion to approve the June minutes and was made by Gilner and 2nd by Kreten. **Motion carried.**

Motion to approve the financial report was made by Townsend, 2nd by Kreten. **Motion carried.**

Recent bills were distributed for initialing & reviewing. There was no discussion.

Communications and Reports:

There were no communications or reports.

South Central Library System report:

President Nelson was absent and there was no SCLS report.

Director's Report:

- A. Wavrunek reported that library circulation year to date was up about 15% last month.
- B. Amazon book sales have been going well.
- C. Brat sale was slow starting out but picked up about lunch time. Jeff will have an accounting of monies taken in at the next meeting.
- D. The Ten Year Strategic Plan was passed out to members for their review.
- E. Nothing new this month regarding upgrading to new computers.
- F. August 3rd is the Book/Bake sale at the library. We need food donations. An ad will be in the local paper and flyers have been put up for advertising.

Budget Report:

At the SCLS All Director's Meeting fees for next year was voted on. The shared fee between the county, library and school district will jump between \$1000.00 and \$1500.00 for each library. The contract we have with SCLS to provide e-books can jump as much as 35% next year.

Items tabled for August meeting:

Discussion/action of Long Term Goals, Landscaping options and the Director Evaluation.

Identify possible upcoming items for future meetings:

- A. Report on brat fry
- B. Director evaluation
- C. Budget items
- D. Long term goals
- E. Landscaping options
- F. Report on Book/Bake Sale

A **motion** was made by Townsend and 2nd by Kreten to adjourn the meeting . **Motion carried.**

Meeting was adjourned at 1:20 p.m.

The next Library Board meeting will be at the Adams County Library on August 26, 2013 at 1:00 p.m.

Respectfully submitted:

A handwritten signature in cursive script that reads "Kathleen Challoner".

Kathleen Challoner, Secretary

**NORTH CENTRAL WISCONSIN REGIONAL PLANNING COMMISSION
FULL COMMISSION**

April 24, 2013

ROLL CALL

MEMBERS PRESENT:

ERHARD HUETTL, CHAIR
BETTYE NALL, VICE-CHAIR
GEORGE BORNEMANN, SEC.-TRES.
RICHARD BAKOVKA
BOB EGAN
THOMAS HAFERMAN
VIRGINIA HEINEMANN
GLEN LICITAR
JIMMY LANDRU, Jr.
ROBERT LUSSOW
PAUL MILLAN
RON NYE
JERRY NELSON
THOMAS RUDOLPH
PAUL SCHUMAN
FRANK SAAL, Jr.
RALPH SITZBERGER
EDMUND WAFLE
KENNETH WINTERS

STAFF PRESENT:

DARRYL LANDEAU
DENNIS LAWRENCE
BERNIE LEWIS

GUESTS PRESENT:

MARYANN LIPPERT, Director,
Northern Office Division of
Intergovernmental Relations

AMBER DANIELSKI, Auditor with
Schenck, SC

MIKE KONECNY, Auditor with
Schenck, S.C.

MEMBERS NOT PRESENT:

CRAIG McEWEN
DOUG WILLIAMS

1.) CALL TO ORDER:

MR. HUETTL called the meeting to order at 11:05 A.M., in the Birch Room at the Best Western Midway Hotel & Hoffman House.

2.) AUDIENCE COMMENT:

MR. HUETTL welcomed all guests and commissioners and asked if there were any comments from the public. MaryAnn Lippert, Director, Northern Office Division of Intergovernmental Relations explained that she serves 39 counties, all of which are north of Highway 10. She also presented a Commendation from Governor Walker honoring North Central Wisconsin Regional Planning Commission on their 40th Anniversary.

MR. HUETTL welcomed Commissioner Richard Bakovka from Adams County who succeeds Donald Krahn as the Governor's Appointment. MR. HUETTL then asked MR. BAKOVKA to give a brief introduction of himself. MR. BAKOVKA stated that he is a 40 year resident of the Town of Rome and has served many years on the Town of Rome Board and various other organizations.

3.) APPROVAL, ADDITIONS, OR CORRECTIONS TO THE AGENDA AS MAILED:

MR. HUETTL asked if there were any additions or corrections to the Agenda as mailed. There being none MR. RUDOLPH made a motion to approve the Agenda and MR. NYE seconded this motion. All were in favor.

4.) APPROVAL, ADDITIONS, OR CORRECTIONS TO THE MINUTES OF THE OCTOBER 31, 2012 and SUMMARY OF JANUARY 30, 2013 COMMISSION MEETING:

MR HUETTL asked if there were any additions or corrections to the Minutes as mailed. There being no additions or correction MR. LUSSOW made a motion to approve the October 31, 2012 Minutes and the January 30, 2013 Summary as mailed. MR. SITZBERGER seconded this motion. All were in favor.

5.) BUSINESS & DISCUSSION:

5.1 Chairperson's Report:

MR. HUETTL stated that NCWRPC continues to be in good financial shape. He commended MR. LAWRENCE and staff on the quality Newsletter celebrating the 40th anniversary of the NCWRPC.

5.2 Executive Committee's Report:

MS. NALL reported that the Executive Committee received a good financial report. She stated that the NCWRPC is in the process of filling the Community and Economic Development Senior Planner position that has become available due to a resignation. MS. NALL reported that there was a discussion about assisting the effort of regionalizing the areas revolving loan funds. She also stated that MR. LAWRENCE and MR. HUETTL would be attending the Annual Meeting of the Association of Wisconsin Regional Planning Commissions in Madison on May 30, 2013.

5.3 2012 AUDIT REVIEW BY SCHENCK, SC, MIKE KONECNY, AUDITOR:

MR. LAWRENCE introduced Auditor Mike Konecny. Mr. Konecny highlighted several areas of the 2012 Audit Report. He first reviewed the comments in the Management Letter. Overall there were no issues identified. Then he reviewed the Financial Report.

Mr. Konecny explained that the net position on the Balance Sheet was slightly lower than last year, mainly as a result of lending activity of the North Central Wisconsin Development Corporation – these are funds managed by the NCWRPC.

He then stated that the Statement of Revenues or Income Statement, showed lower revenues collected in 2012 than the previous year. Much of that was because of a large federal grant that was received in 2010-11, which elevated those years' revenues. The net position decreased to \$1,192,120 and expenses also decreased from 2011, which indicates that NCWRPC was adequately prepared for these decreases. Some reserve funds were budgeted to cover various projects in 2012.

MR. BORNEMANN made a motion to approve the 2012 audit, and MR. NELSON seconded this motion. Motion carried.

5.4 2012 ANNUAL REPORT REVIEW & ADOPTION:

MR. LAWRENCE reviewed the Annual Report and explained the various areas of this Report. He stated that the next page stated the purpose and the Mission Statement of the report. He then reviewed the 2012 Regional Accomplishments and projects by county. Next, he mentioned that the Financial Statement was a summary of the audit they just discussed. The Report also includes the North Central Wisconsin Development Corporation. The last part of this report lists the staff and commissioners by county.

MR. LUSSOW made a motion to adopt the 2012 Annual Report, and MS. HEINEMANN seconded this motion. Motion carried.

5.5 ADOPTION OF REVISED 2013 BUDGET:

MR. LAWRENCE explained that in the fall a tentative budget was adopted in anticipation of a revised budget.

One of the major revenue items was the membership of Marathon County. This was approved following the adoption of our budget. As a result levy collections for 2013 will increase 17 percent. However, with decreases in project revenues – our major revenue area – overall revenues will decrease over 8 percent or about \$60,000. He went on to state that Total Expenditures are reduced by the same rate.

MR. SITZBERGER made a motion to approve the Revised 2013 Budget, and MR. LUSSOW seconded this motion. Motion carried.

5.6 COUNTY SPECIALIZED TRANSIT PLAN UPDATES:

MR. LANDEAU presented a power point explaining the 2013 Coordinated Public Transit-Human Services Transportation Planning Requirement NCWRPC will be working on this summer. NCWRPC will assist all counties to create plans in our region. This is a federal mandate requirement in order to receive transit funding. The transit plans are due by the end of 2013.

5.7 WISCONSIN TRANSPORTATION PRIORITIES DISCUSSION & ACTION:

MR. LANDEAU presented a request for a letter of support brought to us by a coalition of interest groups including Wisconsin Urban-Rural Transit Association, Coalition of Wisconsin Aging Groups, Wisconsin Association of Taxicab Owners, 1000 Friends of Wisconsin, Wisconsin Public Interest Group, and All Aboard Wisconsin. The letter is intended to urge state legislators and the Governor to pass a "sensible" transportation budget that provides for reforming Wisconsin's transportation budget and reprioritizing by cutting wasteful spending on unnecessary highway projects and using the savings to repair local roads and bridges and improve transit. MR. LAWRENCE stated that this group was supposed to have had provided additional information for our discussion. As of yesterday none had been received.

MR. LUSSOW made a motion to request that this issue be set aside until more information is provided to clarify the intent, and MR. SAAL seconded this motion. Motion carried.

5.8 ESTABLISHMENT OF AD HOC COMMITTEES: CEDS & LIVABILITY:

MR. LAWRENCE provided a handout outlining the Comprehensive Economic Development Strategy (CEDS) and the role of the CEDS Committee. The committee would meet one or two times once we have our Senior Planner position filled. At the last meeting there were volunteers from six counties. These are: PAUL MILLAN, Forest County; RON NYE, Langlade County; DOUG WILLIAMS, Lincoln County; CRAIG MCEWEN, Marathon County; TOM RUDOLPH, Oneida County; and BOB EGAN, Vilas County.

MR. LAWRENCE indicated that he needed volunteers from Adams, Juneau, and Wood Counties. The following volunteered to serve on the CEDS Committee. They are: RICHARD BAKOVKA, Adams County; KEN WINTERS, Juneau County; and TOM HAFERMAN, Wood County.

MR. LAWRENCE then referred to the North Central Wisconsin Regional Livability Plan. He explained that a grant was awarded in the fall of 2012 to develop a regional Livability Plan for the ten county region. He said that this planning effort will educate, motivate, and change the way of thinking and incorporate the

principles of livability and sustainability into our region. This committee would meet about six times over the next year and a half to provide oversight the plan development.

MR. LAWRENCE asked for volunteers from each member county to serve on this committee. A Portage County representative will also be asked to participate. The following commissioners indicated they would be willing to serve on the Livability Plan Committee:

GLENN LICITAR, Adams Co.
ED WAFLE, Juneau Co.
ROBERT LUSSOW, Lincoln Co.
TOM RUDOLPH, Oneida Co.
TOM HAFERMAN, Wood Co.

PAUL MILLAN, Forest Co.
RON NYE, Langlade Co.
BETTYE NALL, Marathon Co.
RALPH SITZBERGER, Vilas Co.

5.9 ADOPTION OF 2013 CEDS ANNUAL REPORT:

MR. LAWRENCE reviewed the 2013 CEDS Annual Performance Report, which is required as part of our designation as an Economic Development District. He stated that this Report overviews the economic development activities of the NCWRPC. Several issues were identified within the region, including the need for more freight rail access, broad band, and access to National Forests. The Report includes information related to population growth, jobs by industry, average earnings (male and female), unemployment by industry, gross regional product, and region exports. This report is also includes critical projects in our region.

MR. MILLAN made a motion to adopt the 2013 CEDS Annual Report and MR. LUSSOW seconded this motion. Motion carried.

5.10 ANNOUNCEMENTS:

MR. BAKOVKA announced that the Heart of Wisconsin Chamber of Commerce was hosting a legislative breakfast on May 3rd at 7:30AM. Nancy Mistele, Director Office of Business Development Department of Administration will be the guest speaker.

MR. LAWRENCE announced that the next meeting would be held on July 31st at a different location. The meeting will be at Greenwood Hills Country Club on Wausau's southeast side.

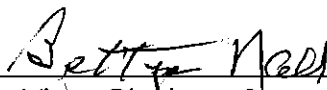
6.) ADJOURNMENT:

MR. HUETTL asked for a motion to adjourn the meeting. MR. RUDOLPH made the motion to adjourn and MR. LUSSOW seconded this motion. Motion carried.

Lunch was provided following the meeting.

NORTH CENTRAL WISCONSIN REGIONAL PLANNING COMMISSION

Minutes Approved on 7-31-13.



Chair, Vice-Chair, or Secretary-Treasurer

**Parks Committee Meeting
Courthouse Conference Room A231
June 11, 2013 9:00 a.m.**

Call to Order: Chairman called the meeting to order at 9:00 a.m.

The meeting was properly announced.

Roll Call: Committee Members: Bob Eggebrecht, Jerry Kotlowski, Bill Miller, Paul Pisellini, and Jake Roseberry. Others present: Fred Nickel – Director Parks/Recreation, Darren Tolley – Petenwell Park Manager, Mark Miller – Castle Rock Park Manager, and Joe Stuchlak – County Board Supervisor.

Approve Agenda: Motion by Pisellini/Kotlowski to approve the agenda as presented. Motion carried by unanimous vote.

Previous Minutes: Motion by Miller/Pisellini to approve the May 7 & 14, 2013, minutes as printed. Motion carried by unanimous vote.

Agenda Items:

Correspondences /Special User Requests: None.

Public Participation on Agenda Items: Public participated as the agenda items came up.

Bluegreen Algae Policy Proposal by Health & Human Services: Director reviewed May 30th meeting. Director will be attending another meeting on signing issues this week.

Town of New Chester Regarding Patrick Lake Park: The Town will be meeting June 15 to discuss the Township taking over Patrick Lake Park from the County.

Possible Transfer of Easton Pond Public Access to Easton Township: Mr. Stuchlak presented a letter to the Committee from the Easton Town Board requesting transfer of ownership of the boat landing and parking lot at Easton Pond to Easton Township. Discussion followed. Motion by Kotlowski/Pisellini to approve the transfer of ownership of Easton Pond Public Access to Easton Township and to forward request and Committee approval to Adams County Property Committee. Upon Property Committee's approval request will be forwarded to County Board for approval. Upon County Board approval request will be forwarded to WI DNR for final approval. Motion carried by unanimous vote.

User Fees for Small Public Accesses: Committee and Parks Staff discussed user fees. Further discussion and possible action will take place when 2014 rates are set.

Employee Hiring Update: Park Aide III resigned at Castle Rock Park to pursue career goals. Interviews are being held later this week to refill the position.

There will not be a summer swim program for 2013 due to lack of perspective employee applicants despite advertising locally, in nearby towns and colleges, and through the Red Cross. Department will try again for 2014.

Parks/Rec. Operational Reports: North Outlying Parks boat launches are being repaired. Park Managers updated Committee on the customer appreciation weekend.

Trails Report: Snowmobile and ATV audits will be completed this week and copies will be placed in Committee's mailboxes in the County Clerk's office.

Snowmobile bridge replacement project in New Haven will commence this week.

Director explained the Parks Clerk was absent from Committee meeting to take a conference call from the DNR regarding Coordinator information on the snowmobile and ATV/UTV programs.

Temporary ATV parking area has been approved by the DNR at Petenwell Park.

A new ATV/UTV trail has opened in Rome with a possible addition to link to a Wood County ATV/UTV trail in 2014.

Revenue Report: Reviewed by Committee.

Expense Check Summary Report and Expense Report: Reviewed by Committee.

Future Agenda Items: Petenwell and Castle Rock Park Projects.

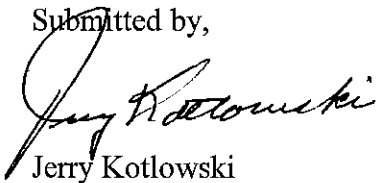
Set Next Meeting Date: July 9, 2013, 9:00 a.m., Courthouse Conference Room A231.

Motion by Pisellini/Miller to convene in closed session per WI State Statute 19.85 (1) (f) in considering financial, medical, social, or personal histories data of specific personnel problems where if discussed in public would be likely to have a substantial adverse effect upon the reputation of any person referred to in such histories or data. Motion carried by unanimous vote.

Motion by Miller/Pisellini to re-convene in open session per WI State Statute 19.85 (2) to take action, if any, and continue with meeting. Motion carried by unanimous vote. No action taken.

Adjourn: Motion by Miller/Kotlowski to adjourn at 9:45 a.m. Motion carried by unanimous vote.

Submitted by,



Jerry Kotlowski
Parks Secretary

Minutes prepared by Rita Kolstad, Parks Clerk/Bookkeeper.
These minutes have not been approved by the Parks Committee.

Property Committee Minutes
July 11, 2013, 1:00 PM Room A160

Call to order by Chairman Allen at 1:02 p.m.

The meeting was properly noticed. Present: Allen, Djumadi, James, and Kotlowski. Excused: Miller. Also present: Phillippi and Hamman.

The meeting was properly noticed.

Motioned by Kotlowski/Djumadi to approve the agenda. Motion carried by unanimous voice vote.

Motioned by Djumadi/Kotlowski to convene in closed session pursuant to Wis. Stats. § 19.85(1)(c) considering employment, promotion, compensation, or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility; and Wis. Stats. § 19.85(1)(f), for the purposes of considering financial, medical, social or personal histories or disciplinary data of specific persons, preliminary consideration of specific persons except where par. (b) applies which, if discussed in public, would be likely to have a substantial adverse effect upon the reputation of any person referred to in such histories or data or involved in such problems or investigations at 1:04 p.m. Motion carried by unanimous roll call vote.

Motioned by Djumadi/Kotlowski to reconvene in open session per Wis. Stats. § 19.85(2), to consider and vote, if applicable, on appropriate matters relating to the issues discussed in closed session at 2:20 p.m. Motion carried by unanimous roll call vote.

Motioned by Kotlowski/James to approve Gary's Cleaning Service Contract addendum to include committee signatures. Motion carried by unanimous voice vote.

Motioned by Djumadi/James to approve the June 17 & 18 and July 2, 2013 minutes with the following modifications to the June 17th minutes on page 2 to rewrite the sentences: Historically we wait until the new budget year. **She believes the Personnel Director should be involved.** With Not her area to determine wages, salary, estimates, prerequisites, and is not qualified to do that. And on page 3 rewrite the sentence: Larson referenced this as a formality, it was a finding in the preliminary audit as no formal executed contract **for the management of the airport** was ever approved. Motion carried by unanimous voice vote.

Excused: Djumadi at 3:11 p.m.

Update on maintenance items by Hamman:

Just to note: With the heat and high humidity it has been difficult for the air conditioning units to keep up.

Courthouse:

- Replaced compressor in dispatch
- Replaced diverting relay in control cabinet
- Replaced heads on sprinkler system
- Cleaned master valve on sprinkler system

Work in progress:

- Replacing insulation on suction lines of condensing units – tedious and time consuming
- Materials for panic buttons for small courtroom has been received from Simplex

- Wiring has been purchased
- Next step will be to run wiring

Issues/Monitoring:

Temperature control compressor motor starters are bad and need replacing, they are obsolete, however; our service technician has found some. Currently, we have been running off the small compressor system in the jail as a backup.

Fairgrounds:

The roofers started on the commercial building-Tuesday, they needed access to water for pressure washer equipment. I wasn't able to get in touch with Jim Grabarski for access to water, but got a number from Ron Beaman for Steve Cichacki and was able to get access to water.

Hamman has been in contact with several roofers to roof the Historical Society Building, however; has not received any proposals yet. Will be following up in the next week if none come in to try to stay on top of it.

Health & Human Services:

- Replacing occupancy sensors for lights/ballast (no longer covered by warranty).

Tightened toilet in women public bathroom several times, ended up shimming and grouting due to uneven floor tile.

- Continue to monitor thermostats per the request of Milwaukee Stove and Schneider-- So far they seem to be okay function wise.
- Newly installed TV cabinet in the Richard Holt Room swings open into the clinic door way-posing safety issues. Hamman checked into several options to fix, all of which are more costly than the cabinet itself. Suggested cutting the doors in two and inserting hinges. Suggested removing the doors and using an open concept-- however Diane Cable indicated this is not an option. Health & Human Services will be taking over now to find a solution. It is Hamman's understanding due to the cost involved, they are potentially just going to remove the cabinet and do some rewiring. James indicated this is an issue that should be resolved by the Health and Human Services Committee.

There is talk of some more moving of staff and remodeling in the wind as it relates to the public health department and other staff. Communication with the maintenance department is important. Considering we haven't even finalized the current project. Venturing into another project raises many concerns.

Health & Human Services Project:

Patched vapor barrier discussed at previous meeting. Gary found furnace filters plugged with blown in insulation, filters were replaced. The intent is to continue to monitor to see what happens and if the issue is resolved or not.

Community Center:

Ongoing issues with toilets, citizens continue to do damage and vandalize the bathrooms and facilities. Hamman locked the bathroom door from the inside, placed out-of-order sign on door, they unlock the door and use the toilet anyway, filling it with feces. Etc.

- Finally found and ordered door latches
- Removed toilet, replaced wax ring and reinstalled it, found library card key inside that appears to have been causing part of the problem.
- Replaced toilet paper dispensers that were stolen

Spent a couple of Thursdays over there, replaced bulbs, still need to replace ballasts. Repaired west door handle which is another reoccurring issue as it seems people are intentionally being abusive to facility.

- Dirt pile at Community Center is being taken care of.

Siding: There is a 5 ft piece of siding missing, replacement requires ordering 1 square, if it can even be matched up– Should an entire square be ordered?

Drywall: Appears the foot rest of a wheel chair continues to cause damage to drywall.

- Attempted to fix, was damaged again, Larry Arneson suggested placing a brochure rack in front of the area to prevent further incidents. This is on my list of items to do but not considered a priority as it's not a detriment to the integrity of the building or prohibits anyone from performing their duties.

There was a handout from Don Genrich regarding the community center. Genrich accumulates requests from three departments. Room rentals, are budgeted in maintenance budget. This should be discussed in the or during 2014 budget process. Hamman will be meeting with Genrich next week.

Hamman will continue to try and utilize Community Service people to work on the grounds; however has not had any success in this. Currently have made requests to Experience Works and will continue to pursue this. Allen indicated there may be a need to obtain additional staff for the department.

Hamman indicated there were numerous air conditioning issues especially with the heat. He had to adjust outdoor air lock outs that seems to have solved some of the problems at the community center.

Second stage fan motor went out on jail air conditions it could still continue to cool because it has three stages.

Larson reported receiving notice regarding the replacement of the natural gas line which runs through county owned property located on 11th avenue and Deerborn. She provided a brief description of the work to be completed. She completed a questionnaire. She completed one section indicating they need to return the area to existing natural vegetation. The committee concurred with this.

James wanted a report on money that is available from the Henning Estate. Djumadi questioned if money from the Henning Estate could be used for some of the Community Center requests Genrich is making and who has jurisdiction over the money?

Discuss and/or act on Airport Management/Contract Agreement: Larson referenced this as a formality, it was a finding in the preliminary audit as no formal executed contract for the management of the airport was ever approved.

Open and/or act on bids for tax foreclosure property: Motioned by Kotlowski/James to accept bid on parcel #30-6315 in Lake Camelot from Virginia Strauel in the amount of \$3,056 with a payment of \$305.60. Motion carried by unanimous voice vote.

Discuss and/or act on Country Deli property update information/Brownfields issue: Zander reported that she has contacted the DNR regarding this issue. DNR stated that it is an open site and hasn't reached levels to deem closed certificate. The property continues to be worked on using grant money. This stems back to 1992, the original owner is currently responsible and is using , REI Company to monitor the property. Front side has issues, back side is ok. They continue to test and monitor levels. Basement is wet, had it listed for \$15,000, land value is \$30,000. After September 23rd, we could reduce the price. Carrie and Zander looked at deeded property to potentially sell the items that are left inside the building at Practical Cents. Sell the property as is.

Discuss and/or act on Resolution for the Easton Township to take over the Easton boat landing for boat launching: Motioned by James/Kotlowski to approve the resolution and quit claim deed for the transfer of the Easton Boat Launch. Motion carried by unanimous voice vote.

Discuss and/or act on Roof repair quotes: none received

Discuss and/or act on coping quotes: Follow up from consensus of the previous committee's discussion. Motioned by James/Miller to go with EGS Stone Works for \$5,940 to include a date within a comfortable time line. Motion carried by unanimous voice vote.

Kaye present.

Discuss status of Lead Foreman Reclassification: Job description needs some modification it's basically from 1997. The description should be developed to have less worker duties and more specific management language. This will become an exempt position. The reclassification to a department head will need to go through property and executive committee and a resolution to board to make it a department head. Department head positions are appointed by the board. Kaye and Larson are in favor of the reclassification and have no objective; however, want to go through the proper process. Kaye will be in contact with Hamman to go over description modifications before the next meeting then submit the job description back to committee for approval. The job description will need to be approved by both committees. There is plenty of time to complete this process to be effective January 1, 2014.

Update on warranty items for Health & Human Services project: 16 original stats are ok and have been left in place. Still working on roof issues.

Discuss and/or act on change order and/or invoices related to Health & Human Services/Community Center project: Two invoices were received. One from Ayres in the amount of \$668, the other from Altmann in the amount of \$4,800. Motioned by James/Kotlowski to table until the next meeting. Motioned carried by unanimous voice vote.

Discuss and/or act on roof report at Health & Human Services: None

Discuss and/or act on infrared imaging to identify hot spots in roofs: None

Discuss and/or act on Airport Management/Contract Agreement: Motioned by Kotlowski/James to approve the Airport Management contract and resolution. Motion carried by unanimous voice vote.

Motioned by James/Kotlowski to postpone tour of Historical Society Building and tour of storage facility and Health & Human Services building until next meeting. Motion carried by unanimous voice vote. James and Djumadi would like a full report on the project financials.

Set next meeting date: August 13, 2013 at 1 p.m.

Items for next agenda:

Update and/or tour of Historical Society Building;
Tour of storage facility and Health & Human Services building;
Discuss and/or act on roof report at Health & Human Services;
Discuss and/or act on infrared imaging to identify hot spots in roofs;
Discuss and/or act on Budget 2014;
Discuss and/or act on Patrick Lake ownership;

Motioned by James/Kotlowski to adjourn at 3:24 p.m. Motion carried by unanimous voice vote.

Respectfully submitted,



Cindy Phillippi

Recording Secretary

These minutes have not been approved

Public Safety & Judiciary Committee

Wednesday, July 10, 2013

9:00 a.m. – Conference Room **A260**

MINUTES

Chairman Sebastiani called the meeting to order at 9:00 a.m. The meeting was properly announced.

Committee members present: Bob Eggebrecht, Marge Edwards, Al Sebastiani, and Terry James. Bill Miller was excused.

Others present: Carol Collins, Kris Steffens, Deb Barnes, Terry Reynolds, Tania Bonnett, Jane Gervais, Marilyn Rogers, Sam Wollin, and Terry Fahrenkrug.

Motion by James to approve the agenda and to deviate from the agenda to move item #15 (Medical Examiner) to follow item #7 (Correspondence), seconded by Eggebrecht. All in favor, motion carried unanimously.

Motion by James to approve the prior meeting minutes (June 12th and June 18th), seconded by Edwards. All in favor, motion carried unanimously.

There was no public participation. There was no correspondence.

Medical Examiner – Marilyn Rogers – Present

Rogers provided the Committee with the monthly activity report and check summary for June 2013. Rogers stated the death rates are up compared to 2012. Rogers stated there are three active tissue service banks in Wisconsin. Rogers explained that hospitals are required to contract with tissue service banks and coroners or medical examiners can choose and rotate tissue service banks. Tissue service banks will send informal contracts to coroners or medical examiners stating what they offer and what they want in return. Rogers is currently dealing with ATSF and would like to rotate between ATSF and RTI in 2014. Rogers was asked by the Committee to give an update at next month's meeting regarding the status of certifications for the other two employees.

Eyes of Hope Shelter—Kris Steffens—Present

Steffens provided the Committee with her monthly report for June 2013. Steffens discussed her report and stated June was a good month for adoptions. Steffens stated that they had to replace the microchip scanner and veterinary bills were higher than usual. Steffens reported things are going good.

Family Court Commissioner – Dennis McFarlin – Not Present

Child Support – Deb Barnes – Present

Barnes provided the Committee with the performance measures and check summary for June 2013. Barnes stated that they are trying new things to help with their arrears collection. Barnes informed the Committee that she is part of the State/County contract negotiation committee that will be meeting with the State on July 16th. They will start negotiating how the \$8,500,000 general purpose revenue that was restored will be distributed. Barnes stated that things are going well in her office and she is using an on-call worker to help out when needed.

Clerk of Circuit Court – Kathie Dye – Not Present

Register in Probate – Terry Reynolds –Present

Reynolds provided the Committee with the monthly expense report for June 2013. Reynolds stated that her budget is in line except for her juvenile budget which is at 76%. Reynolds explained this is due to the increase in CHIPS cases. Reynolds reported that she spoke to Jennifer Swenson about putting out a brochure and banner for Teen Court at the Adams County Fair. Reynolds will also look into the possibility of getting a fair booth this year.

District Attorney – Tania Bonnett – Present

Bonnett stated that things are going well in her office. Mark Thibodeau is in charge while she is out of the office. Big cases have been pushed out to August after Bonnett returns to work. Bonnett stated she is in the office one day a week and does work from home when needed. She plans to return to work on August 5th and Mark Thibodeau will continue as the Assistant District Attorney one day a week.

Emergency Management – Jane Gervais – Present

Gervais provided the Committee with the monthly expense report for June 2013. There were no questions.

Gervais provided the Committee with the resolution to adopt the commercial lease agreement for the storage of the mobile command trailer. Gervais stated the resolution was approved by Mark Thibodeau. Outside counsel also reviewed the resolution and made numerous changes. Gervais would like to see “with a carryover to 2014” struck from the resolution. **Motion by James to approve the resolution striking “with a carryover to 2014” in the fiscal note and pass on to County Board, seconded by Eggebrecht. All in favor, motion carried unanimously.**

Gervais stated Admin & Finance approved the main communications tower backup option at the Coloma/Richfield communication tower site and the expenses are to be taken from the contingency fund.

Gervais stated a hazmat functional training was held in June and it went well. The commodity flow study was done but Gervais has not received the results. Gervais stated she will bring the results to the Committee when she receives them.

Sheriff's Office – Sheriff Wollin – Present

Wollin informed the Committee that Trena Larson is taking a resolution to Admin & Finance to bring back the DARE account carryover funds from the general fund in August. Wollin stated the K-9 and School Liaison Officer special assignments have been posted, but no selections have been made. Wollin stated we are fifth on the list for the class in November for the additional K-9. Wollin met with the Fair Board about having a food booth at the Adams County Fair this year to help raise funds for the K-9 and Community Policing programs. Wollin stated he is sending 24 employees to training in Juneau County on July 18th on stress in law enforcement and stress in life to keep them mentally healthy. He would like to get as many people through this training as possible. Wollin explained there was a four hour drug interdiction on June 21st with successful results. There were 80 traffic stops, 25 citations, 73 warnings, 5 drug arrests, 3 warrants, 1 OWI, 1 criminal traffic, 24 K-9 sniffs, 10 K-9 alerts, and 2 consent searches. They were able to utilize grant funds for this. Wollin stated a sex offender was released to Adams County and is being housed in the jail because he has no residence yet.

Chief Deputy Fahrenkrug – Present

Monthly revenue and expense reports for June 2013 were provided to the Committee. Fahrenkrug stated he attended a domestic violence training/conference with Wollin and that it was beneficial. Fahrenkrug stated it was an eye opener to make sure they are doing what they need to do to be safe. They are looking at software to identify frequent offenders and who are the victims. They are getting statistics in and will involve educating officers. There was no animal control report for June 2012 so no comparison was done for June. Fahrenkrug informed the Committee that the Mauston Veterinary bill was for a cat that the animal control officer had to pick up last month.

Motion by James to approve vouchers and monthly expense reports as presented, seconded by Eggebrecht. All in favor, motion carried unanimously.

Identify upcoming agenda items: Update on contracted services in the animal control officer budget.

Set next monthly meeting date as August 14th at 9:00 a.m.

Motion by Edwards to adjourn, seconded by James. All in favor, motion carried unanimously. Meeting adjourned at 10:48 a.m.

These minutes have not been approved by Public Safety & Judiciary Committee.

Respectfully Submitted,

Carol A. Collins
Recording Secretary

Adams County Safety Committee
Meeting Minutes
June 12, 2013

The meeting was called to order at 2:31 by County Clerk Cindy Phillippi. Also present were Paul Pisellini, Patrick Kotlowski and Brenda Quinnell.

Ms. Phillippi opened the nominations to select a Chairperson. Ms. Quinnell nominated Mr. Pisellini as Chairperson. Ms. Phillippi called three times for other nominations. With no other nominations, Ms. Quinnell moved to close the nominations and cast a unanimous vote for Mr. Pisellini for Chairperson. Mr. Kotlowski seconded the motion. All were in favor; motion carried. Ms. Phillippi left the meeting.

Mr. Pisellini called for nominations for Vice- Chair. Mr. Kotlowski nominated Ms. Quinnell as Vice-Chair. Mr. Pisellini called for other nominations three times. With no other nominations, Mr. Kotlowski moved to close the nominations and cast a unanimous vote for Ms. Quinnell as Vice-Chair. All in favor; motion carried.


Mr. Pisellini called for nominations for Recording Secretary. Mr. Kotlowski nominated Ms. Quinnell as Recording Secretary. Mr. Pisellini called for other nominations three times. With no other nominations, Mr. Kotlowski moved to close the nominations and cast a unanimous vote for Ms. Quinnell as Recording Secretary. All in favor; motion carried.

Mr. Pisellini opened the discussion to review the scope of committee responsibilities as identified in the Adams County Board Rules and Employee Manual. Much discussion was held regarding procedures, responsibilities, communication, department involvement, budgets, and expectations. It was noted that expectations and interpretations may vary and that the committee would like more guidance and definition from the Board on its authority.

Discussion was held regarding the Safety Program, a consultant, and/or a coordinating sub-contractor. The proposals from MEUW and Alpha Terra were compared. It was noted that an RFP was not presented to the companies and the question was raised if a true comparison could be made from the current information? The question was also raised who should be deciding the scope of work for an RFP? Should it be this committee, this committee with other department head input, Personnel Director, Administrative Finance Director, or what combinations thereof? That led back to the discussion regarding committee authority and expectations.

Mr. Pisellini moved to request that Trena and Marcia attend the next meeting to help clarify their expectations of duties and responsibilities. Mr. Kotlowski seconded the motion. All in favor; motion carried. The next meeting will be determined after checking everyone's schedule.

Mr. Pisellini moved to adjourn the meeting. Motion was seconded by Pat. All in favor; motion carried. The meeting adjourned at 3:32.

Submitted by:
Brenda Quinnell 
Recording Secretary

Approved on July 22, 2013

Adams County Safety Committee
Meeting Minutes
July 22, 2013

The meeting was called to order at 2:38 by Chairman Paul Pisellini.

The meeting was properly noticed.

Roll call was taken. Committee members Pat Kotlowski and Brenda Quinnell were in attendance.

Also present were Trena Larson, Marcia Kaye and Hether Bitsky.

Pat moved to approve the agenda. Motion seconded by Brenda. All were in favor; motion carried.

Pat moved to accept the minutes of the June 12, 2103 meeting; seconded by Brenda. All in favor; motion carried.

There was no public participation.

There were no communications, correspondence or other business.

Paul opened the discussion to review the scope of committee responsibilities as identified in the Adams County Board Rules and Employee Manual. Discussion was held regarding responsibilities, duties and expectations of the Safety Committee. After reviewing both the County Board Rules and the Employee Handbook, it was concluded that even though the original intention of the committee was for grievance procedures, the Committee is responsible to "oversee the County's workplace safety program".

Discussion was held regarding the current Safety Program and administration of the program. Marcia distributed a copy of the current written program. Discussion ensued regarding the options of hiring a consultant, hiring a part-time employee, or keeping "as is" but utilizing the insurance company more. Paul asked if a survey of the department heads would assist the decision-making? The results of the Safety Program Comparison and recent discussions at Department Head meetings were reviewed. Discussion was held on the budget process and time-line, the current budgeted money for the safety program, and investments in safety. The role of the Department Heads and a "culture of safety" were discussed. Current immediate needs such as signage and training at the courthouse versus other departments needs were part of the conversation. The protection and safety of the general public was also noted for consideration.

Brenda moved that the Committee develop and distribute an RFP to Alpha Terra and MEUW for safety program services, to be returned within 21 days of distribution. Paul seconded the motion. Discussion held. Trena distributed a flier from MEUW as reference for a list of services that could be included in the RFP. The RFP's will be reviewed by the committee via e-mail before distribution. Paul called for the vote. All were in favor; motion carried.

It was noted that the Property Committee/Maintenance Department should include in their budget next year monies for signage regarding fire escape routes, storm shelters, etc.

On the agenda next meeting should be review of the RFP's.

The next meeting will be held on August 19th at 2:30 in room A160.

Brenda moved to adjourn the meeting. Motion was seconded by Pat. All in favor; motion carried. The meeting adjourned at 3:52.

Submitted by:

Brenda Quinnell



Recording Secretary

Unapproved

ADAMS COUNTY SOLID WASTE COMMITTEE
Wednesday, July 10, 2013, 6:00 PM
Landfill Office, 1420 Hwy 21, Friendship, WI 53934

MEMBERS PRESENT: Larry Babcock, Chair
Florence Johnson, Vice-Chair
Dean Morgan
Patrick Gatterman
James Bays

OTHERS PRESENT: Myrna Diemert
Barb Morgan

CALL MEETING TO ORDER: The meeting of the Adams County Solid Waste Committee was called to order by Chair, Larry Babcock at 6:00 P.M.

WAS THE MEETING PROPERLY ANNOUNCED? YES. ROLL CALL: BABCOCK, JOHNSON, GATTERMAN, MORGAN, AND BAYS.

APPROVAL OF AGENDA: *Motion by Johnson, second by Bays, to approve the Agenda as presented. All in favor. Motion carried.*

APPROVAL OF OPEN SESSION MINUTES FROM JUNE 12, 2013: *Motion by Bays, second by Morgan, to approve the Open Session minutes as presented for the June 12, 2013 meeting. All in favor. Motion carried.*

PARTICIPATION ON AGENDA ITEMS: There was no public participation.

COMMUNICATIONS/CORRESPONDENCE/OTHER BUSINESS: Ms. Diemert presented a letter received from the DNR as a follow-up to their inspection of the recycling area. Areas of concern included storage of fluorescent lightbulbs which should be boxed as soon as people drop them off, empty LP tanks should be stored in a protected container, appliances should be stored on a fenced & gated asphalt pad, and mobile homes should be dismantled in a timely manner as they may attract rodents. Ms. Diemert explained that she checked with other SW Directors and find that they are all storing their materials the same as we are and there are no regulations on storage of empty LP tanks, appliances, and mobile homes. We will, however, make the suggested changes to our operation with one exception. Since this is cost prohibitive to install asphalt & fencing this will not be done, however, we will take necessary precautions to protect the refrigerant lines.

The letter then commended Adams County for their overall program and operations, all documents were in order, we have a very successful recycling program, and we have continually met the required volumes for recyclables collected. There was no other business to present.

FINANCIAL REPORT: Ms. Diemert handed out and reviewed copies of the Financial Reports and Check Summaries from June, 2013. She also reviewed the Year End 2012 Financial Report as well. *Motion by Johnson, second by Bays, to approve the Financial Reports and Check Summary. All in favor; motion carried.*

SITE REPORT: Ms. Diemert handed out and reviewed copies of the Site Report dated July 10, 2013 (see attached copy). Discussion was held. *Motion by Johnson, second by Gatterman, to approve the Site Report as presented. All in favor. Motion carried.*

APPROVE ANY VEHICLE/EQUIPMENT PURCHASES/RENTALS: Ms. Diemert gave an update on the 1999 Isuzu hooklift truck that was approved at the last meeting and should be delivered in the next few days. There were no other new purchase requests.

EMPLOYEE UPDATE: Ms. Diemert reviewed the LTE position hiring process. *Motion by Bays, second by Morgan, to place the ranked employees on an eligibility list for one year. All in favor. Motion carried.*

APPROVAL OF ANY TRAININGS OR CONFERENCES: Ms. Diemert handed out copies of a WCSWMA Frac Sand Workshop to be held in Sparta on July 31st. This workshop is co-sponsored by WCA and UWEX. *Motion by Johnson, second by Bays, to approve any Committee member to attend. All in favor. Motion carried.* There were no other new trainings or conferences to approve.

IDENTIFY POSSIBLE UPCOMING AGENDA ITEMS: The following items may be placed on the next agenda: Review and approval of 2014 Budget. Updates on pertinent items.

NEXT MEETING DATE AND ADJOURN: The next regular monthly meeting will be held on Wednesday, August 14, 2013 at 6:00 PM at the Landfill.

Motion by Gatterman, second by Bays, to adjourn until the next meeting. All in favor. Motion carried. Meeting adjourned at 7:01 P.M.

Respectfully submitted, Myrna Diemert, Recording Secretary

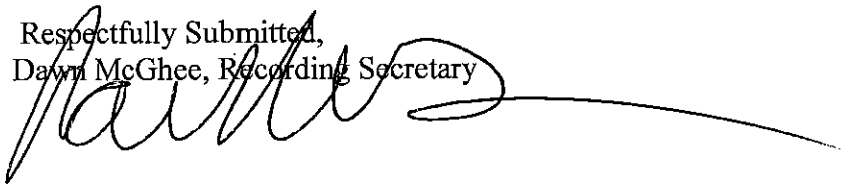
THESE MINUTES HAVE NOT BEEN APPROVED BY THE COMMITTEE

Technology Steering Committee
October 4, 2012, 11:30am
Room 123 Community Center

Agenda:

1. Meeting was called to order at 11:40am by Trena Larson, Chair
2. Meeting was properly announced
3. Members present: Trena Larson, Lori Djumadi, Tyler Grosshuesch, Wendy Pierce, Jake Roseberry, absent excused.
4. Motion to Approve the Agenda presented by Wendy Pierce, second by Les Beckman. Motion carried.
5. Motion to approve September 12 with corrections presented by Wendy Pierce, second by Lori Djumadi, Motion carried.
6. No Public Participation.
7. Items for discussion and /or action:
 - a. Managed Print Services proposal discussion; State printers purchased and maintained by state not available for Paper Cut software. Clarification on buy vs. leased – maintenance agreement vs. equipment leases.
Lori Djumadi excused at 12:30pm for Health Insurance Meeting.
Discussion continued, necessary to verify equipment and floor plans for departments. Make sure all areas are covered, get from EO Johnson a list of what equipment was not originally suggested.
 - b. Update on Rome Project - waiting for Solarus
 - c. Update on StateLink – none
 - d. GASB - None
 - e. Financial Software - None
 - f. Change Process – Draft change process presented by Tyler Grosshuesch.
Committee would like to do test run of process with Financial Software.
8. Motion to adjourn till October 12 1:30pm presented by Dawn McGhee second by Les Beckman. Motion carried.


Respectfully Submitted,
Dawn McGhee, Recording Secretary



Technology Steering Committee
October 18, 2012, 12:30pm
Room A160 Courthouse

1. Meeting was called to order at 12:30 by Chair person, Trena Larson
2. Meeting was properly announced
3. Members present: Trena Larson, Wendy Newsom, Jake Roseberry, Dawn McGhee absent excused Les Beckman. Lori Djumadi excused, joined at 1:50pm.
4. Motion to approve the agenda presented by Wendy Pierce, second by Tyler Grosshuesch. Motion carried
5. Public Participation, concerns brought forward by HHS, Treasurers, Highway, Solid Waste all in need of updated equipment.
6. Items for discussion and /or action:
 - a. Managed Print Services proposal, public participation Matt , EOJohnson by phone. Motion to recommend Managed Print Services proposal back to Administration & Finance for consideration and approval presented by Wendy Pierce, second by Tyler Grosshuesch. Motion carried.
 - b. Update on Rome Project -- email is finally coming through from Rome
 - c. Update on StateLink - none
 - d. GASB - none
 - e. Financial Software - none
 - f. Change Process/Policy -- will be discussed at next meeting
 - g. Committee Goals - will be discussed at next meeting
7. Motion to adjourn to November 20th 1:30pm or directly following the November 20th County Board meeting whichever is later presented by Lori Djumadi, second by Tyler Grosshuesch. Motion carried.

Respectfully Submitted,
Dawn McGhee, Recording Secretary



Technology Steering Committee
November 20, 2012, 1:30pm
Room A160 Courthouse

1. Meeting was called to order at 1:40pm by Chairperson Trena Larson;
2. Meeting was properly announced.
3. Members present; Trena Larson, Jake Roseberry, Les Beckman, Lori Djumadi, Tyler Grosshuesch, Wendy Pierce, Dawn McGhee
4. Motion to approve the agenda presented by Lori Djumadi, second by Les Beckman, motion carried.
5. Public Participation (if requested by Chair)
6. Items for discussion and /or action:
 - a. Managed Print Services proposal - Discussion no action
 - b. Update on Rome Project – Discussion no action
 - c. Update on StateLink – Discussion no action
 - d. GASB – Discussion no action
 - e. Financial Software – Discussion no action
 - f. Change Process/Policy for Project Review – discussion no action
 - g. Committee Goals – discussion no action
7. Items to add to next agenda resolution for change process/policy for project review, goals with timeframes.
8. Motion to adjourn until December 17th, 1:00pm presented by Lori Djumadi, second by Wendy Pierce. Motion carried

Respectfully Submitted


Dawn McGhee,
Secretary

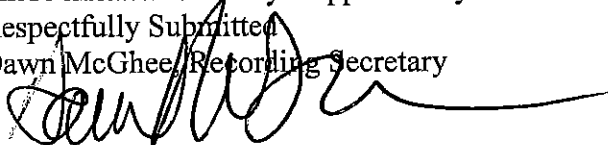
Technology Steering Committee
May 31, 2013, 9:00am
Room A160 Courthouse

1. Meeting called to order by Chairperson Trena Larson at 9:05am;
2. Meeting was properly announced
3. Roll Call; Present Trena Larson, Les Beckman, Jon Galloy, Wendy Pierce, Dawn McGhee, absent excused Jake Roseberry. Others present Jason Laudby.
4. Motion to approve the Agenda presented by Wendy Pierce second by Les Beckman, motion carried.
5. Motion to approve the minutes of the November 20, 2012 meeting presented by Wendy Pierce, second by Les Beckman, motion carried.
6. Public Participation (if requested by Chair);
7. Items for discussion and /or action:
 - a. Managed Print Services – wrap up; discussion, billing for 2013 by the PaperCut software is just now beginning. HHS has need for more in depth billing. It was requested that EO Johnson provide training for management level staff on PaperCut, maybe some general training for staff. Awareness of cost for Managers and General Staff
 - b. Update on Rome Project – wrap up; ASA is in place. Rome has completed their implementation and has notified county that it can discontinue use of local users for connectively and is requesting as a DR or Business Continuation measure that they be given one local user on the county core so that they can connect if their node is down. MIS will provide Rome with that information.
 - c. Update on StateLink;- State link audit is at a draft stage and preliminary cost are being gathered.
 - d. GASB; Project list and priority to be developed, possible resolution to better define carry over.
 - e. Financial Software - Several members attended a multi county demo for financial software in Monroe County. Others may be scheduled.
 - f. Committee Policy and Responsibilities
 - g. Change Process/Policy for Project Review – final draft sent to all members, members should have comments or changes ready for June 5th meeting.
 - h. Committee Goals and timelines. Finalize operational procedure for review of projects, work on education for managers so they will be able to better utilize and assist the committee with recommendations.
8. Agenda items for next monthly meeting, new business, HHS Paperless transition, continued items, State Link updates, GASB, Financial Software, Operational Project Review Procedure. Agenda items for next agenda, Operational Project Review Procedure.
9. Next meeting set for June 5, 2013, at 12:00pm in room A160.

These minutes are not yet approved by the committee.

Respectfully Submitted

Dawn McGhee, Recording Secretary



Technology Steering Committee
June 5, 2013, 12:00pm
Room A160 Courthouse

1. Meeting was called to order at 12:05pm by Chairperson Trena Larson
2. Meeting was properly announced.
3. Roll Call; Members present Les Beckman, Jon Galloy, Wendy Pierce, Trena Larson, Dawn McGhee, others present Cindy Phillippi
4. Motion to approve the agenda presented by Les Beckman second by Jake Roseberry, motion carried.
5. Public Participation (if requested by Chair);
6. Items for discussion and /or action:
 - a. Change Process/Policy for Project Review; Discussion on Project Review Procedure, motion to approve Draft Project Review Procedure wit proposed changes and move forward to Administrative and Finance for review and or action presented by Wendy Pierce, second by Jon Galloy, motion carried.
7. Agenda Items identified for next meeting; cameras for meeting rooms, items identified at May 31 regular meeting.
8. Motion to adjourn to July 25, 2013 2:00pm presented by Wendy Pierce second by Jon Galloy, motion carried.

Respectfully Submitted,
Dawn McGhee, Recording Secretary

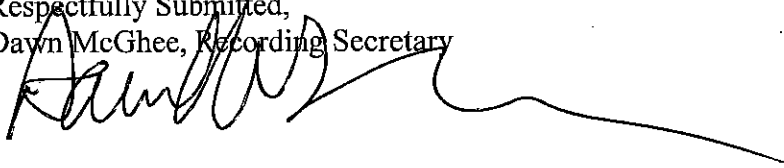


Technology Steering Committee
June 25, 2013, 2:00pm
Room A160 Courthouse

Agenda:

1. Meeting called to order at 2:04 pm by Chairperson Trena Larson;
2. Meeting was properly announced.
3. Roll Call all members present
4. Motion to approve the agenda presented by Jake Roseberry second by Les Beckman motion carried.
5. Motion to approve minutes of May 31 and June 5, 2013 meetings presented by Wendy Pierce, second by Jake Roseberry, motion carried
6. No Public Participation:
7. Items for discussion and /or action:
 - a. Motion to forward draft Project Review Procedure with changes to Admin & Finance presented by Wendy Pierce second by Les Beckman, motion carried.
 - b. HHS Paperless Transitions – TCM will integrate with Paperclip,
 - c. State Link updates – Followed up on Spillman tokens, from what I have received from Chris at DOJ, the Spillman solution will not meet the CJIS compliance needs.
 - d. Projects identified for discussion; StateLink, Cellular service inside Law Enforcement and Emergency Mgmt, Storage for video, GCS Web – county hosting, expanding county wifi,
 - e. Financial Software – another meeting scheduled Monroe County.
8. Identify agenda items, additional computer support, second internet connection, video for meetings.
9. Motion to adjourn until Tuesday July 23 presented by Les Beckman, second by Wendy Pierce, motion carried.

Respectfully Submitted,
Dawn McGhee, Recording Secretary





Extension Committee
Minutes of Meeting
July 9, 2013 @ 1:00PM
Adams County Community Center
569 N. Cedar Street, Room 103
Adams, WI 53910

1. **Call to Order:** Meeting was called to order at 1:00 p.m. in Room 103, Adams County Community Center by Committee Chair, Florence Johnson.
2. **Roll Call: Board Members:** Glenn Licitar, Joe Stuchlak, Rocky Gilner, Jack Allen and Florence Johnson – Present
SaYI Member: Stacey Feldner – Present
Extension Staff: Don Genrich, Mary Ann Schilling and Linda Arneson – Present. Theresa Wimann and Jennifer Swensen – Excused.
3. **Was the Meeting Properly Announced:** Yes
4. **Agenda Approval:** Motion by Allen and Second by Gilner to approve agenda. Motion carried.
5. **Approve Minutes:** Motion by Stuchlak and Second by Licitar to accept minutes of the Extension Committee Meeting of June 11, 2013 Motion carried.
6. **Public Participation:** None
7. **Communication:** None
8. **Items for Action or Discussion:**
 - a) Review and Place on File Monthly Reports of Donald Genrich, Jennifer Swensen, Mary Ann Schilling and Theresa Wimann: Committee discussed the monthly reports. Motion by Stuchlak Second by Licitar to place monthly Reports on file. Motion carried.
 - b) Review Calendars of Extension Education Staff: Committee reviewed current calendars for all education staff.
 - c) Review Check Summary and Financial Statement for June 2013: Check Summary and Financial Statements for June 2013 were reviewed and discussed. Motion by Allen Second by Stuchlak to place June 2013 Check Summary and Financial Statements on File. Motion carried.
 - d) Leadership Adams County Resolution: Resolution to approve attendance at Leadership Adams County as work time for Adams County Employees was reviewed. Motion by Stuchlak Second by Licitar to approve resolution as presented and forward to Administrative Finance Committee. Motion carried.

- e) Out-of-State Travel Resolution – Genrich: Discussion on Genrich attending *Improving Nitrogen Use Efficiency in Crop and Livestock Production Systems: Existing Technical, Economic, and Social Impediments and Future Opportunities* conference in Kansas City, MO. Motion by Allen Second by Stuchlak to approve resolution as presented and forward to County Board.
- f) Manure Irrigation: Discussion on mechanics of manure irrigation.
- g) Community Center:
 - Landscaping – Limited landscaping, to include raised beds at the ADRC entrance and planting around the flagpoles and sign at the corner of North and Cedar streets, is moving forward.
 - Maintenance – discussion on needed repairs/work at the Community Center.
- 9. **Set Next Meeting Date**: Next regular meeting will be August 13, 2013 at 1:00 p.m. at the Adams County Community Center.
- 10. **Agenda Items for Next Meeting**:
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- 11. **Adjourn**: Motion by Allen and Second by Stuchlak to adjourn. Motion carried. Meeting adjourned at 2:24 p.m.



Minutes taken by
Linda Arneson
Clerk/Bookkeeper
UW-Extension, Adams County

Jack Allen, Committee Secretary

These minutes have not been approved by the Extension Committee.